

MCHS Green & Gold Society
Board Meeting Minutes
Monday 06 December 2021: 6:30 p.m.

In attendance: James Coghill (school liaison), Kali Sherritt (Bingo/volunteer), Rochelle Colgan (publicity/special events), Darren Badry (webmaster), Nancy Sinclair (secretary), Natasha Frieser (concession/fundraising), Shannon Brushey (president), Nicole Patras (treasurer), Cathy Saker (Casino)

Absent: Leanne Couves (registrar), Sue Sinclair (concession/fundraising)

Call to order – 6:34 p.m. 06 December 2021

Agenda

Additions: updating banners added to Rochelle's report

Approval of Minutes – Regular Meeting – 01 November 2021
Moved by Nicole Patras, Seconded by Natasha Frieser

Correspondence – nothing to report

School Liaison/Athletics – James C.

- Swimming wrapped up, unable to attend last meet due to freezing rain
- No wrestling team this year
- Basketball just getting going – a few tournaments already and some upcoming; league schedule has just come out
- Email sent to school and Metro asking about fans and in-person attendance: – response from Metro was that there are several school boards that participate in metro and since there is no consensus it will be status quo until January. Metro is asking individual boards/schools not to go against this (volleyball did have fans and they hired someone to monitor QR codes) – so a hold until January and they can figure it all out
- The school is planning to hire students to handle the video recording of the basketball games (just like hiring scorekeepers, etc.)
- QUESTION: could we hire covid screener? RESPONSE: not currently as metro has a blanket policy of no spectators
- QUESTION: are tournaments considered sanctioned by ASAA? RESPONSE: not sure. James will find out what the requirements are
- SUGGESTION: if spectators are permitted at tournaments and Memorial must provide QR checks, parents could sign up for this role to help fulfill volunteer requirements.

Treasurer – Nicole

- Financial reports received as distributed
- QUESTION: how long do we have to spend the casino funds? RESPONSE: Shannon and Cathy will see what notes they have or reach out to AGLC and report back to Nicole
- QUESTION: what can/cannot we spend the funds on? RESPONSE: Shannon will find out what and will send the info to Nicole
- REQUEST: James - can we get an emergency wish list from the school please?

Bingo/Volunteer – Kali

- Basketball kick-off has increased volunteers

- Spots are not fully booked yet – Kali will begin reaching out to athletes with outstanding balances prior to Christmas break
- Kali asked about the motion regarding volunteer cheques – it was not implemented so we will revisit it for the next sport
- Information about volunteer spot cancellations is already on iVolunteer: updates are being posted regularly Darren is posting on G+G website as well
- QUESTION: Could we add that if it is within the 5 days they are welcome to find someone else and it won't count as cancellation? SUGGESTION: Add "we can assist you" rather than taking back the responsibility – Kali and Darren will coordinate on this
- Thoughts for future consideration: if we go back to collecting the cheques, we need to look at it as a deposit so we can get away from point value vs dollar value
- QUESTION: Is it too late to call out for volunteer cheques for basketball? Does James D want to hound the kids if we don't collect the cheques? RESPONSE: we will add to old business for January meeting

Sports Registrar – Leanne

- 42 of 44 basketball athletes have paid (via RAMP). Two outstanding are in progress. No payments through the office.
- 45% elected to volunteer, 55% paid in full.
- Process went smoothly. It helped to join parent meeting to answer questions.
- QUESTION: If parents are not vaccinated, is there another option for volunteering at the Bingo Hall? RESPONSE: Get a negative test – this is noted on the website as well
- QUESTION: Follow up was needed regarding the parent asking about outstanding points from the basketball meeting – was this resolved? RESPONSE: Nothing was found so the assumption is that there weren't any.
- Kali is following up on two questions from parents regarding hold over points

Webmaster - Darren

- Website is current with required updates
- Darren will coordinate with Kali as we move forward with volunteer cheques, etc.
- Fees, fundraising and volunteer components have been updated
- There are new pictures
- If anyone notices items of concern, let Darren know
- Webmail emails for the Executive should all be updated – send yourself a test email to make sure it is working
- If you want to set up your email to come directly (rather than forward) – let Darren know and he can send you instructions on how best to set that up and link the IMAP

Casino/Gaming/Grants - Cathy

- Has not heard back regarding grants – she will follow up as of the end of December
- Looking for additional grants
- QUESTION: Any annual reports coming through? RESPONSE: Not at this time.

Publicity/Special Events - Rochelle

- Sports pictures are going to be printed by the school so they should be up on the wall shortly
- Green and gold and awards: QUESTION: Can we get names added to the banners? They haven't been done recently. RESPONSE: Rochelle will find out what we have done in the past and if we need to motion

- James noted that a CommTech student did a poster for volleyball and basketball coaches would like them as well so they will be put up with the pictures
- QUESTION: Is it OK to post the picture with the roster on the website? RESPONSE: Yes. We have it added as part of the registration package, so we are covered. James added that it is extremely rare that parents are not signing off – and they typically let the school know in which case he would pass the name along to Darren.

Concession/Fundraising - Natasha

See below under Old Business item

Old Business

- Website/Volunteer cheque wording and cashing deadline confirmed and posted – Kali and Darren: Darren can add the same verbiage to the G+G site (especially around the covid vaccine requirements) – Kali and Darren will coordinate and put it up – probably in as many places as possible and as visible as possible ****best if they are the same****
- Points for basketball: confirmed at 2 points for senior and 1 point for junior
- James spoke with Spruce Grove Composite and some other City schools to see where we fall regarding fees and what is included. One of our biggest costs is transportation that is not incurred by City schools. Spruce seems to be using a hybrid of pay/volunteer. Thoughts are that we may have to pivot our format if we are to remain as a fundraising organization. If we don't maintain the fundraising component, there would be no need to have the Society. One thought is to have a volunteer requirement for every registrant (with an option to pay additionally instead of volunteer – i.e. everyone sells raffle tickets (or buys them themselves) **in addition** to either paying for fees or completing volunteer requirements. This will be tabled to next month's meeting. Executive is asked to send your thoughts and suggestions on this to Shannon.
- SUGGESTION: Can we receive a shout out in the Memorial newsletter or on social media? It is important to make sure that we communicate where the money we spend goes (budget type document) and even as an executive we need to understand what G+G pays for vs what the school pays for
- Quick summary: everything is billed through the school, but all fundraising efforts should cover what it takes to run the sport (coaches, refs, uniforms, etc.), G+G fundraises to purchase the busses but the school maintains/insures/gasses the busses; the athletic fee pays for warmups, evergreen, and year-end banquet/scholarships. Please review the email from Nicole and discussion about adding something to the website will be tabled to our next meeting
- QUESTION: Is there a big-ticket item we need to start saving for? If we had something, it helps justify the volunteering/fundraising component of the G+G. James will find out.
- AHS restrictions and guidelines for concessions: Natasha was able to connect with BizConnect through the Alberta Government and they have given us the go ahead to run concessions with restrictions under the REP. Natasha will look into what food handling requirements coordinators and/or volunteers are required to have – there is an online course that we most likely have to have. Until spectators are permitted there is no point in running a concession, but preparation will be done so that we are ready to go if/when the opportunity presents itself. Shannon is still trying to connect with Kelly King to pass along more background. Shannon has not yet been able to connect with Kelly – working on it

- Unused points motion

Motion to approve the following procedure regarding unused points at the end of a student's tenure at Memorial:

1. Unused, accumulated points for a graduating student may be transferred to a sibling and/or step-sibling and/or any athlete living in the same household and under guardianship of the family. Points may not be transferred to friends or distant relatives.
2. If no request for transfer has been received by the Executive, unused, accumulated points for a graduating student may be donated to the Green and Gold Torch Fund
3. The review of points for Executive members will be added to the Annual General Meeting agenda so that there is no misunderstanding on the above.

Motioned by: Shannon Brushey Second by: Nicole Patras

- Torch application was reviewed but it was determined that there is no need for it at this time. James confirmed that KidSport is available and that if any financial need from a student comes to the attention of the school, they will pass along the information to the G+G and a promo code can be issued to assist with fees. SUGGESTION: this should be added to our bylaws or a policy manual so that we identify a cap and procedure. A line item in the budget should be created to hold funds. More discussion at the January meeting – please send thoughts or suggestions to Shannon.
- Insurance update: most of the forms have been completed and Shannon will finish them up and submit. Tabled for the next meeting is the process for financial audit.

New Business

Adjournment - 8:24 p.m.

Next meeting: Monday, January 10, 2022 at 6:30 p.m.