

**Play Structure Committee Meeting**  
**September 30, 2015**  
**Minutes**

Committee Members attending:

Mrs. Tania Johnston	Chairperson
Mrs. Linda Daniels	Secretary
Mr. Doug Fullerton	Treasurer
Mr. Mike Kuypers	
Mrs. Shannon Kohler	
Mrs. Darla Mudge	
Mrs. Debbie Sleeva	
Mrs. Kara Sadr	
Mr. Scott Sellors	
Mrs. Miranda Turabian	
Absent: Ms Erin Crawford	

**1. *Implications of not having a Parent Council treasurer:***

- a. Mrs. Daniels indicated that the Parent Council did not have a treasurer. As such, the school division's policies would then require the school to provide a Parent Advisory Committee. This would mean that the Play Structure Committee would have to dissolve as the Parent Council is the parent body for the play structure committee.
- b. The school will be sending an email message to all families in the hope that someone will step forward to be the treasurer of Parent Council.
- c. Mrs. Daniels is optimistic that someone will accept the position of treasurer.

**2. *Revised estimation of play structure costs:***

- |                |  |
|----------------|--|
| a. \$62 833.84 | Play structure plus shipping   |
| b. \$3 141.70  | GST  |
| c. \$1 500.00  | Supervised install   |
|                | Mrs. Daniels indicated that the school division had responded to her letter of endorsement indicating that a supervised install would not be acceptable. The school division required that the company complete the install. |
| d. \$10 000.00 | Landscaping which would include edging and wood chips mulch  |
| e. \$77 475.54 | Total costs  |

**3. *Income through grants (maximum amounts are indicated):***

- |  |              |
|--|--------------|
| a. MB Community Services Council Grant | \$15 000.00  |
| b. Community Places Grant              | \$ 26 500.00 |
| c. Hometown Manitoba Grant             | \$ 5 000.00  |
| d. RBC Grant                           | \$10 000.00  |

- e. Co-Op Community Spaces Grant \$10 000.00
- f. Maximum total \$66 500.00
- g. Mrs. Kohler, Ms Crawford would work on the grant applications.
- h. Mrs. Johnston indicated that Mr. Carlson, a member of the community, offered to help with the writing of the grants.

4. *Fundraising plans* designed to cover remaining costs and any shortfall of funds not received from the various grant applications:

- a. **Raffle for Jets game** x 2 (1 provided by Sarlas family \$30 000.00  
1 provided by the Sellors family

- i. \$5.00 per ticket with 3000 tickets to be sold
- ii. Costs would be the printing of the books of tickets (10 tickets per book)
- iii. Tickets to be sold in November for December game and January for February game.
- iv. The tickets are courtesy of the Sarlas Family:  
“My husband and I sat down and looked at what games no one in our family was able to make as well as what games would fetch more interest (hopefully) to a JETS fan for a raffle prize.

- 4 lower bowl tickets on Tuesday, Jan 26 JETS vs COYOTES with a \$100 Keg Gift Card to dinner, 7 p.m. game start. (Good for a family of 4, people like watching "new JETS" versus "old Jets", retail price of these seats not including dinner is \$520, \$130 per ticket)

- v. Mrs. Daniels indicated that she would get the Lotteries paper work done and submitted on behalf of Parent Council.

*vi. Incentives for students was discussed --- possibly using Jets souvenirs.*

- b. **Santa Breakfast** (partnership with Headingley United Church) \$ 1 000.00

- i. Santa Breakfast has been set for December 5<sup>th</sup>.
- ii. Mr. Van Massenhoven indicated that the profits would be split.
- iii. The church suggested our support would be volunteers for this event.
- iv. The school will also assist with ticket sales.

- c. **Quiz Night:** \$ 8 000.00

- i. This would involve the entire community.
- ii. The Quiz Masters would need to be hired.
- iii. This would be held at the Headingley Community Center on Portage Avenue.
- iv. There is a charge for the tickets for entrance.
- v. There would be a cash bar and food would be available. These commodities would allow for additional profits.
  - 1. Mrs. Daniels has accessed the policy regarding alcohol at fund raising events.
  - 2. Policy DIA

“The sale of alcohol is deemed to be inappropriate as a School Fundraiser. However, alcohol could be provided at a Parent Group organized fundraising function directed at adults, if it is on a cash bar basis with no financial benefit earned by the School, Students or Parent Group. In adherence to Policy JICHA Alcohol in School Buildings, these functions shall not be held on School Division property.”

- d. **Headingley Chamber of Commerce** donations: \$10 000.00
    - i. Letters would need to be written to the Chamber of Commerce outlining what the Play Structure Committee is doing and request a meeting.
    - ii. Mrs. Johston, Mr. Kuypers and Mrs. Sadr volunteered to attend a meeting with the Chamber of Commerce.
  - e. **Rural Municipality of Headingley** contribution \$ 5 000.00
    - i. A letter would have to be written requesting an appointment date with the RM to present the request for financial support.
      - 1. It was suggested that all committee members who were able could attend this council meeting to support the presenters.
- Total:** **\$54 000.00**
- f. Another possible fund raiser would be the gift card fundraiser.

5. Mrs. Mudge suggested that the Swan Lake First Nations be approached to ascertain their interest in supporting the new play structure.

6. Next Meeting:      At the call of the chair