

DRBS Development Association Meeting Minutes

November 28, 2023

Meeting called to order at 7:44pm with 6 attendees online.

Attendees

Nick Berdusco	Natasha Monk
Andrea Suarez	Chris Kozelj
Carrie Plesuk	Miguel Urrutia
Laverne Mok	Jen Currie
Dahlia Mostafa	Karen Wotton
Luann Charles	Carissa Kozelj
Andrea Gadicke	
Evelyne Lamontagne	
Kim Howden	

Motion to approve the minutes for the October 24, 2023, Development Association Meeting made by Jacqui Lund. Seconded by Dahlia Mostafa. Motion carried.

Motion to approve the agenda for this Development Association Meeting made by Jacqui Lund. Seconded by Natasha Monk. Motion carried.

Chair Update

Teacher appreciation gifts are coming up for December. \$1,000 is budgeted and we already spent \$100 on pizza at conferences. Last year teachers were given \$10 gift cards for Starbucks. There is also \$1,000 budgeted for teacher appreciation in June.

The group discussed ideas; gift cards went well and are easy to do, treats are not great since there are lots of treats around during the holiday season. Personalized bookmarks were suggested by Dahlia. They can be purchased for \$5 and it's easy to order, though there is work required to get all the names and come up with a design. They can also be included with a gift card.

There are 34 or so staff, Dahlia to confirm. We would budget \$680, a \$15 gift card and \$5 bookmark for each staff member.

Dahlia will coordinate the bookmarks (\$5) and the gift cards (\$15 for Indigo) for December teacher/staff appreciation. This will be distributed the last week or 2 before break.

Secretary Update

No update.

Playground Coordinator Update

Chris and Carrie introduced themselves.

The group began discussing options for the next phase of the playground project. A basketball court was a popular idea and there is a strong desire in the school community for a division 2 focus for the next phase.

The next phase needs to be organized by January or February and money spent during the summer, before August 2024 to take advantage of the various grants the Development Association currently holds.

Chris and Carrie want to make sure that they aren't missing an idea that was really popular, the first phase involved significant consultations with school staff and this phase will also need engagement with the school. Additionally, the contractor had lots of guidance based on experience with other school playground projects. Dan Adams is also a good resource who helped with phase one given his expertise.

Chris and Carrie will set up a meeting with Evelyne and Kim to find out needs and wishes.

The small playground belongs to the City so it is out of bounds for our project.

To access all matching funds, we have to spend \$250k total and \$110k has been spent on the first phase. Costs have probably already increased with inflation so there is little concern that we can hit that spending target.

A question was raised about tables or seating and another about the other side of the school by the cul-de-sac. Tables have been discouraged by the school in the past and there is more seating with the outdoor classroom space.

To access the Parks Foundation \$20k grant we need the society return and audited financials.

ACTION – Nick to submit the society return after receiving the audited financials from Natasha.

Jen Currie explained the pillars of care which came from the engagement surveys and sessions, from the teachers' feedback about the Olympic Heights school. Teachers really liked the idea of leaving a legacy with tiles that would commemorate the students here at the time the pillars were completed. They were not included originally based on the phase one budget.

Treasurer Update

Natasha presented the updated cash position, \$180k for end of the year. The budget for this year included spending \$150k, leaving \$30k. This is not including the \$20k Parks Foundation grant or revenue from the casino that will occur next fall.

ACTION - Natasha will check that casino funding is eligible for the playground build.

Fun Lunch Coordinator Update

No update.

Fundraising Coordinator Update

Feedback is positive for a combo art cards/legacy star day. Teachers/school won't hand out the art cards we will need volunteers to do it.

Pink shirt day is in February and the DRBS apparel vendor is onboard. The group discussed if we wanted to create a special one-time design. We don't want to raise money off this and would redirect proceeds to a charity. We will also need to inquire whether there are minimums for orders or other considerations. This will be brought to the next agenda.

Volunteer Coordinator Update

No update.

Special Events Coordinators Update

The planned January movie night is cancelled because we don't currently have a person to lead it. We had a date reserved in January but not booked with the City. We will have to reserve a different night soon if we want it at the school. Thursdays are reserved by the school for events, so we could hold the event before a Friday the students have off. February or April are the best options as we don't want to overload the year end period. Tentatively discussed Thursday April 18.

Casino Coordinator Update

No update.

Meeting adjourned at 8:29pm.