

# PHSS PAC AGM MINUTES

**Pender Harbour Secondary School**  
**Monday October 7<sup>th</sup>, 2024 - 5:00pm**  
**PHSS Library**

**Attendance:** Jenni Peters, Debbie Martens, Carole Logtenberg, Mary Mackay, Anne Pino, Julianna Roth, Katrina Phillips, Jodee Young, Tanis Zaszchley

**Principal:** Rae-Dene Pednaud

## **1. Welcome and call to order: 5:05pm**

## **2. Additions to and Approval of Agenda**

- **Motion to approve agenda by Mary MacKay.**

## **3. Approval of Meeting Minutes – October 16th, 2023**

- **Motion to approve October 16th, 2023 PAC AGM minutes by Debbie, 2nd by Mary. Motion carried.**

## **4. Election of PAC Board of Directors**

Nominations were called for all positions. The following nominated candidates were unopposed and elected by acclamation.

Chair – Anne Pino

Vice-Chair – Mary Mackay

Treasurer – Jodee Young

Secretary – Carole Logtenberg

DPAC – Rachael Eastman

Director - Debbie Martens

Director - Tanis Zayschley

**Note:** All parents and guardians of PHSS students are voting members of the PAC and are welcome to attend the monthly meetings.

## **5. Treasurer's Report - Jodee Young**

- Jodee presented the treasurer's report for the fiscal year ending August 31st, 2024.
- Report and summary attached below.
- **Motion to approve the treasurer's report as presented by Anne, 2nd by Julianna. Motion carried.**

## 6. Next meetings

- All meetings will be held at 5:30pm on the following dates: November 4th, December 9th, January 13th, February 10th, March 10th, April 14th, May 26th.

## 7. Adjournment

- Meeting adjourned by Anne at 5:20pm.

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**PHSS PAC**  
**TREASURER'S REPORT**  
For the fiscal year ended  
August 31, 2024

Operating Account Summarized

**Summary of Income:**

Chicken Sale Income	\$ 46,719.00
Donations from Legion	\$ 500.00
Donations From Rotary	\$ 1,593.61
Hot Lunch Donation	\$ 600.00
Grad Flo- thru	\$ 500.00
	<u>\$ 49,912.61</u>

**Summary of Costs:**

Chicken Sale costs	\$ 43,888.98
Hot lunch costs	\$ 3,857.66
BCCPAC Donation	\$ 75.00
Gift to Principal	\$ 200.00
Cheque order	\$ 102.57
Grad Bursary	\$ 500.00
PHCS Hot Breakfast Donation	\$ 500.00
Grads - Flo -thru	\$ 500.00
	<u>\$ 49,624.21</u>

Net surplus 2023/24                      \$ 288.40

PHSS PAC  
TREASURER'S REPORT  
For the fiscal year ended  
August 31, 2024

<b>REGULAR ACCOUNT:</b>	43923		<b>Balance:</b>
	Opening Balance at Sept 1, 2023		\$2,730.09
<u>Deposits:</u>	31-Oct Donation from PH Rotary 50/50 Raffle	\$ 579.91	
	22-Nov Hot lunch donation	\$ 600.00	
	Deposits from Chicken	\$ 23,578.00	
	7-Nov Donation from PH Legion	\$ 500.00	
	8-Nov Rotary Donation	\$ 120.00	
	SCCU Dividend	\$ 0.30	
	6-Mar PH Rotary 50/50 Raffle- For PHSS F	\$ 548.70	
	15-May Donation from Rotary - designated to Grads	\$ 500.00	
	April Deposits from Spring Chicken	\$ 23,141.00	
	PH Rotary donation	\$ 345.00	
		\$ 49,912.91	
			\$ 49,912.91
<u>Cheques:</u>	161 Grad Bursary	\$ 500.00	
	162 Hot lunch - Julie Roth	\$ 225.00	
	163 PH Com School -Breakfast Donation	\$ 500.00	
	164 BCCPAC Membership	\$ 75.00	
	167 Chicken Cost	\$ 21,463.00	
	165 Jodee Young - Chicken mail out postage	\$ 205.45	
	169 Katrina Phillips -Hot lunch	\$ 172.03	
	170 IGA account balance December 9, 2023	\$ 418.79	
	171 IGA account balance Dec outstanding	\$ 103.46	
	Chicken Sale - refund missing orders	\$ 211.00	
	Refunded order	\$ 140.00	
	etransfer costs	\$ 3.00	
	bank etransfer cost	\$ 9.00	
	172 IGA - January	\$ 323.70	
	173 void	\$ -	
	174 IGA - Feb and March	\$ 734.62	
	175 void	\$ -	
	176 Katrina Phillips - Hot lunch costs	\$ 402.70	
	177 J. Young for postage on Chicken mail out	\$ 202.53	
	178 Carole Murphie- Chicken order	\$ 21,571.00	
	179 void	\$ -	
	180 Mary Mackay - chicken refund	\$ 84.00	
	181 IGA - April	\$ 821.97	
	182 SD 46- Rotary Funds for Grads	\$ 500.00	
	183 Katrina Phillips - Hot lunch costs	\$ 25.74	
	184 IGA - May	\$ 293.95	
	185 Katrina Phillips Hotlunch reimbursement	\$ 27.98	
	186 Ruby Lake Resort- Principal leaving gift	\$ 200.00	
	187 IGA - June hot lunch charges	\$ 307.72	
	Debit chq order	\$ 102.57	
		\$ 49,624.21	\$49,624.21
<b>Bank Balance</b>	<b>August 31, 2024</b>		<b>\$3,018.79</b>
<b>GAMING ACCOUNT:</b>	47387		
	Opening Balance at September 1, 2023		\$500.14
Gaming Fund usage:			
<u>Deposits:</u>	2023/24Gaming Grant	\$ 2,000.00	
	Dividend	\$ 0.19	
<u>Cheques:</u>	Rachel Eastman BCCPAC conference	\$ (190.83)	
	Cheques ordered	\$ (102.57)	
	100 2024 Yearbook - Friesens	\$ (1,000.00)	
		\$706.79	\$ 706.79
<b>Bank Balance</b>	<b>August 31, 2024</b>		<b>\$ 1,206.93</b>
<b>TOTAL REGULAR AND GAMING ACCOUNTS</b>		<b>Bank Balance</b>	<b>August 31, 2024</b>
			<b>\$4,225.72</b>