

**ECOLE BANFF TRAIL PARENT FUNDRAISING ASSOCIATION**  
**Business Number: 830840211**  
**NOVEMBER 2024 - Board Meeting - Board Minutes**

**Date:** Wednesday, November 20, 2024

**Time:** 7:30 pm – 7:39 pm

**Location:** Banff Trail School and Virtual (Microsoft Teams)

**Attendees:**

| <b>Board of Directors:</b>  | <b>Committee Chairs/Coordinators:</b>  | <b>Other members:</b>  |
|---|--|--|
| <ul style="list-style-type: none"><li>• Ashley L. (Co-Chair)</li><li>• Tracy K. (Secretary)</li></ul> | <ul style="list-style-type: none"><li>• Jason A. (Casino Coordinator)</li><li>• Anna S-K. (Schoolyard development)</li><li>• Kathy J. (Social Media)</li><li>• Cathy D. (Social Media)</li><li>• Thomas L. (Fundraising)</li><li>• Leah W. (Fundraising)</li></ul> | <ul style="list-style-type: none"><li>• Brooke</li><li>• Christine B.</li><li>• Jacqueline F.</li><li>• Mary L.</li><li>• Kevin L.</li><li>• Lindsay M.</li><li>• Micheal</li><li>• Michelle H.</li><li>• Pam</li><li>• Richard</li><li>• Robyn</li><li>• Sara May</li><li>• Erin M.</li></ul> |
| <b>Staff:</b>   |  |  |
| <ul style="list-style-type: none"><li>• Ryan T.</li><li>• Nancy T.</li></ul>                          |  |  |

| Agenda Item  |                               | Speaker                           | Discussion   |
|--|-------------------------------|-----------------------------------|--|
| <b>1. Call to Order</b>  |                               | Erin R.                           | Call to order immediately after School Council Meeting<br>Meeting called to order at 7:30pm  |
| <b>2. Confirm Quorum/Adoptions of Minutes from October 23, 2024/Approval of Agenda</b> |                               | Erin R.                           | <ul style="list-style-type: none"> <li>Minutes adopted by consensus.</li> </ul>  |
| <b>3. Chair's Report</b>   |                               | Ashley L.                         | <ul style="list-style-type: none"> <li>No updates</li> </ul>   |
| <b>4. Committee Reports</b>  | 4.1 Konstella                 | Ashley L.                         | <ul style="list-style-type: none"> <li>sign-ups:</li> <li>Teacher Potluck (13 spots left to fill please)</li> <li>Book Fair</li> </ul>   |
|  | 4.2 Casino Coordinator        | Jason A.                          | <ul style="list-style-type: none"> <li><a href="mailto:banfftrailcasino@gmail.com">banfftrailcasino@gmail.com</a></li> <li>draw was made (June 2 and 3, 2025 - Monday and Tuesday)</li> <li>3 shifts/day needed</li> <li>We will need 40+ volunteers; sign-up to come soon on Konstella</li> </ul> |
|  | 4.3 Fundraising Committees    | Ashley L.                         | <ul style="list-style-type: none"> <li>Milk Jars sales end Nov 26</li> </ul>   |
|  | 4.3.1 Cheque Writing Campaign | Erin R.                           | <ul style="list-style-type: none"> <li>no updates</li> </ul>   |
|  | 4.3.2 School Dance            | Kathy J.<br>Cathy D.<br>Tanner R. | <ul style="list-style-type: none"> <li>Final numbers to come but all went well!</li> </ul>   |
|  | 4.3.3 ArtCards                | Leah W.                           | <ul style="list-style-type: none"> <li>ArtCards went home last Friday</li> <li>made \$3500 (one of our highest profits ever!)</li> </ul>   |

|  |                          |                                      |   |
|--|--------------------------|--------------------------------------|---|
|  | 4.3.4 Winter Fundraisers | Christina D.                         | <ul style="list-style-type: none"> <li>• Family Skate (Nov)</li> <li>• Christmas Market (Dec 5th) - hopefully booking at Banff Trail Community Association - possible ideas: skating, cookie decorating, etc – hoping to raise some money but mostly hoping for community building</li> </ul> |
|  | 4.3.5 Spring Flowers     | Thomas L.                            | no updates  |
| <b>5. Schoolyard Development Society</b> |                          | Anna S-K.<br>Leah W.<br>Christina H. | <ul style="list-style-type: none"> <li>• <a href="mailto:ebtschoolyarddevelopment@gmail.com">ebtschoolyarddevelopment@gmail.com</a></li> <li>• Looking for more members to join</li> <li>• no updates</li> </ul>  |
| <b>6. Adjournment</b>                    |                          |                                      | <ul style="list-style-type: none"> <li>• Adjourned until next meeting - January 15, 2024 immediately following School Council Meeting.</li> <li>• Meeting adjourned at 7:39 pm</li> </ul>   |
| <b>7. Upcoming meetings</b>              |                          |                                      | <p>Upcoming meeting dates:</p> <ul style="list-style-type: none"> <li>• January 15</li> <li>• February 19</li> <li>• April 9</li> <li>• May 7</li> <li>• June 4 (tentative)</li> </ul>  |

#### Contact Information

**Email:** [banfftrailchair@gmail.com](mailto:banfftrailchair@gmail.com)

**Facebook:** [Banff Trail School Parents](#) (this is a closed group, accessible by request / invitation only)

**Instagram:** [banfftrailschoolcouncil](#)

**Volunteers:** [banfftrailvolunteer@gmail.com](mailto:banfftrailvolunteer@gmail.com)

**Schoolyard Development:** [ebtschoolyarddevelopment@gmail.com](mailto:ebtschoolyarddevelopment@gmail.com)