

# KELSEY GRAD COMMITTEE 2020 -MEETING MINUTES

TUESDAY, OCTOBER 8, 2019

## Attendance:

Tanya Friese ([tanyarick@shaw.ca](mailto:tanyarick@shaw.ca))  
Cindy Youden ([cindy@ifth.ca](mailto:cindy@ifth.ca))  
Krista Derksen ([klderksen@shaw.ca](mailto:klderksen@shaw.ca))  
Patti McKay ([pattimckay444@gmail.com](mailto:pattimckay444@gmail.com))  
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Tammie Martin ([for6martins@hotmail.com](mailto:for6martins@hotmail.com))  
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Melanie Holt ([holt\\_mm@yahoo.ca](mailto:holt_mm@yahoo.ca))  
Celle Rikwerda ([info@limberlastboutique.com](mailto:info@limberlastboutique.com))  
Carolina Duchesne ([duchesnebrand@mac.com](mailto:duchesnebrand@mac.com))

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### 1. Meeting Called to Order

2. Motion to adopt agenda - agenda adopted by Chris Leech

### 3. The following fundraising budget confirmed:

Bottle drive x(2)	\$1500
Firewood Sale	\$6000
Pub Night x (2)	\$6000 (1st \$4000/2nd \$2000)
Travel Voucher Raffle	\$3500
Thrifty's Card	\$1200
Country Grocer	\$1000
Grants & Donations	\$3000
Donations in Lieu	\$500
\$10 paid at door	\$500
Panago Pizza	\$1000

**Total:** \$24, 200

**\$3000 in account from previous year**

### 4. The following spending budget decided:

Blankets	\$5000 (45 left over from last year)
Decorations	\$600
Entertainment	\$7000
Insurance	\$800
Food	\$1200
Premises Rental	\$2000
Prizes	\$2000
Other items in goodie bag	\$6000
Thank you's	\$700
Misc Expenses	\$1000
<b>Total:</b>	<b>26, 300</b>

#### **5. Venue for Red Carpet & Banquet- Patti McKay is the coordinator of this event**

- Saturday, June 13th
- 4:00 to 5:30 p.m. red carpet and family social
- 6:00 p.m. to 10:00 p.m. - banquet (might shorten this timeframe)
- decided venue for Red Carpet will be at Kelsey and banquet will be at Arbutus Ridge Golf Course
- venue must stay in south end because community donates the money so want to keep it in the community
- venue must be able to accommodate 200 grads
- estimated cost of tickets \$42.00 per student
- discussion about whether non-Kelsey students can attend as grad dates. This requires further discussion. Last year non-Kelsey students were allowed as dates.
- discussion about whether it will be needed to hire buses to transport students to Arbutus.
- money raised from the metal bin will go towards funding banquet

**Note:** *the walk-up and cap and gown ceremony is on June 19th at 6:30 p.m. at Frances Kelsey. It is completely school organized. Afterwards the grads are bussed to the Shawnigan Lake Community Centre for dry grad which is from 9:00 p.m. to 2:00 a.m. Discussion that might have parents drive students instead of arranging bussing.*

#### **6. Grad Mailout:**

- Krista and Gina will be responsible for mailing brochure to parents of grad students
- will also be posted on Facebook

#### **7. Up-Coming Fundraisers:**

##### **Pub Night - Sunday, November 17, 2019 5:30 to 8:30 p.m. Cobblestone Pub**

- Tammie Martin volunteered to coordinate this fundraiser
- give all donations collected to Tammie Martin
- auction items can also be a service
- tickets are \$25 each - all tickets are numbered

- can e-transfer money to pay for tickets and pick up at the door
- e-transfer is [franceskelseydrygrad@gmail.com](mailto:franceskelseydrygrad@gmail.com)- no password
- Tanya will monitor e-transfers
- the 2nd pub night - date and location to be determined
- Sarah Timmons and Michelle Bell will coordinate this pub night
- not a registered charity so no tax receipts issued. Businesses who donate will get their names posted and business card on a donation board. Also an acknowledgement will be posted on Facebook and in the Cowichan Valley Citizen paper.

**Travel Voucher Raffle - Chris Leech volunteered to coordinate**

- draw will be at the November 17th pub night
- tickets are \$10 each
- prize is \$2000
- do not have to be at pub to collect winnings
- please have all travel voucher money and tickets back by next committee meeting on Tuesday, November 12th

**Country Grocer Fundraiser- Rhonda Wylie volunteered to coordinate**

- please give Rhonda all Country Grocer receipts

**Panago Pizza Vouchers - Sandrine volunteered to coordinate**

- order form on the back of grad brochure
- \$4 goes to dry grad and \$8 to Panago Pizza

**Bottle Drive (x) 2 - Carolina tentative coordinator**

- dates to be determined at next meeting
- location is Kelsey school for drop-off of bottles
- will use the local bottle depot- Tanya will confirm if account still active from last year

**Firewood Sale - BIG MONEY RAISER - NEED A COORDINATOR**

- donation of wood from Timber West
- date to be determined - will be in the New Year
- should get wood delivered a week before so it can get bucked up ready to be loaded
- will do presales on firewood
- will need volunteers to cut and split wood and load trucks - students can help

**9. Entertainment for Dry Grad- Keith Regan is the coordinator of this event**

- tarot cards
- hypnotist
- casino
- sparkle shack
- photo booth- the photo booth is purchased and will provide the costumes

-Four inflatables - velcro wall, bungee run, sumo suits and Gladiator  
Keith will book the above decided upon entertainment and at next meeting will inform of costs

**Note: Jennifer Parkinson and Cindy Youden are in charge of decorations. The students do not help with decorating because like to keep it a surprise for the grads.**

**10. Miscellaneous:**

- Alisa Novak suggested the hiring of a professional photographer for the Red Carpet event so that grads and families can purchase professional photos
- Gina Posey is going to inquire about this will photographer Devon Gillot and will advise at next meeting
- Tanya informs that Lifetouch photographer does come to take pictures but problems with accessing and sharing these photos because need a password for the link

**Note: Holly Beauregard is our social media person**

**NEXT MEETING: TUESDAY, NOVEMBER 12, 2019 AT 7:00 P.M.**