

# **Bobcat Backers Fundraising Society**

## **Regular Meeting**

### **Minutes**

Thursday October 17<sup>th</sup>, 2024 7:30pm  
BVHS Staff Room

- 1) Welcome and Introductions
- 2) Additions to Agenda
  - Google Account (Andrea)
- 3) Approval of September 26<sup>th</sup>, 2024 Meeting Minutes – Moved by Tenille, Second by Tracy
  - a) Bobcat Backer secretary - Maya and Tracy will share note taking.
- 4) Treasurer Report (Andrea Pinter)
  - The BREC Grant check for \$1600 has been deposited into the bank account. Andrea and Maya are to meet in the next week to sign a check to Bow Valley High School to transfer the \$1600 grant to the school and be issued to the photography program for one camera purchase. A follow-up report to BREC is to be completed after the expenditure is complete. Tracy and Andrea will follow up with Ms. Smith (Photography teacher)
  - The total in the bank account is \$4334.23.
  - \$826 profit from Tuck Shop is split four ways between Band, Leadership, Cheer, and Football. Band, Leadership, and Cheer will receive \$206.50 each. Andrea will clarify the process with Mel in Finance to allocate the funds to the appropriate group.
  - Andrea noted that the check written to Bobcat Football bounced because Jen Zinter did not complete her signing authority at the bank. NSF fee of \$25 to be subtracted from the Football check ( $\$206.50 - \$25 = \$181.50$ ). This new check will be signed to Bobcat Football by Andrea and Maya.
  - The check for Band (\$206.50) will be written to Bow Valley High School Music Society.
- 5) 50/50 Rafflebox
  - a) How it will work – The Society will apply for two separate 50-50 licenses for a small raffle under \$10,000 each. The Dates for the two raffles are as follows:
    - o November 15 – 30, 2024 with Draw Date on December 1<sup>st</sup> at the Cochrane RanchoHouse at the final show of Mama Mia.
    - o January 15 – 30, 2025 with the Draw Date on January 31<sup>st</sup> at BVH School.
    - o The financial breakdown of RaffleBox will include:
      - Winner makes \$10,000
      - Organization gets \$7900

RaffleBox gets the remaining balance for fees.

- b) How much money can be raised - \$10,000 per license
- c) How it will be divided – refer to Agenda item 7

6) Administrative Report (Shane Dempster)

- a) Update on Concessions Tuck Shop – Shane indicated that in order for the Bobcat Backers to continue the Tuck Shop the Society would have to obtain liability insurance, complete a Food Services Agreement, follow the AHS Food Guidelines, and charge GST.
  - o It is not recommended that we continue the Tuck Shop. All of the remaining inventory from the Tuck Shop is to be donated to the Mama Mia concession.
- b) Shane suggested that we consider the Healthy Hunger program. Andrea agreed to be the Team Lead due to her previous experience at Fireside School. Susan and Maya offered to assist on a Healthy Hunger subcommittee to coordinate.
- c) Healthy Hunger program – do we have an account at the school? Andrea will verify with Mel. Andrea will provide details about Healthy Hunger vendors to Shane by Thu, Oct 24 so he can inform the Student Council at their next meeting. Susan offered to assist with the scheduling of the volunteer groups. Suggest running Healthy Hunger weekly, on Wednesday of each week until Christmas, to be evaluated at the end of the year. A Healthy Hunger report is to be submitted to the Society at the January meeting.

7) Updates from Tracy

- a) Money Request form from clubs/sports – Tracy handed out a draft copy of the Funding Request Guidelines and Application. This document will be used for all Casino-licensed fundraisers that raise significant revenue for the school (such as 50-50's, bingos, and casinos). Members can provide any edits to Tracy before it is finalized.
- b) Grant writing – Tracy handed out a list of grant opportunities for consideration. Clubs/School programs are encouraged to explore these options. Some deadlines are fast approaching.

Bobcat Backers Grant Opportunities:

Physical Activity:

- <https://jumpstart.canadiantire.ca/pages/community-development-grants>
- <https://olympic.ca/team-canada-olympic-day-grant/>

Technology:

- <https://www.bestbuy.ca/en-ca/about/teen-tech-grant/blte3b37cd4a3b84759?icmp=ipp-ttt-bar-teentechgrants>

Arts & Culture:

- <https://www.alberta.ca/alberta-culture-days-grant>

Music:

- <https://musiccounts.ca/en/programs/grants/musiccounts-school-music-funding-programs/musiccounts-band-aid-program/>
- <https://www.amef.ca/grants.php>

8) Business Arising from Minutes

- Google Account - Andrea applied for a non-profit Google account to allow items to be shared and edits to be tracked. She will set up Board members with access.

9) Round Table discussions

- a. Ms. Fosshiem requested the use of Andreas Square for the RancheHouse concession at the Mama Mia events. Shane recommends verifying use of the school Moneris machine first. If that is too complicated, use the Square.

10) Adjournment at 8:20 pm