

Bonaccord Elementary PAC
pacbonaccord@gmail.com

November 2, 2025

Meeting Minutes

Attendance:	Marissa Morelos Tiffany Melo Norie Lat Marsha Sandhu	
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MEETING START: PM

1. Welcome and Land Acknowledgement – Tiffany Melo

We would like to acknowledge that our school - where our children work, play, and learn - is on the shared, unceded traditional territory of the Katzie, Semiahmoo, Kwantlen and other Coast Salish Peoples.

2. General Purpose of the Bonaccord PAC – Tiffany Melo

Raise funds for school. Help ensure a memorable learning experience for all students.

3. Meeting General rules – Tiffany Melo

Open floor at the end of the meeting. Voting. No online component. Respect.

4. Principal's Report – Lise Schrag

5. Treasury Report – Norie Lat

a) Gaming Account Total: (\$3084.43 + \$11060 (New Gaming Grant)) \$14,144.43

b) General Account Total: \$16059.75

Important reminders regarding the spending and handling of funds:

- a) The PAC Executive may spend money as approved by a vote of the PAC members at a general meeting. (*Basically, all PAC Members present at a meeting decide how funds are allocated/spent. The PAC Executive controls the funds and spends them as directed by PAC vote. One purpose of our monthly meetings is to review/approve/deny spending ideas submitted by PAC members and School Administration.)

- b) A voting PAC member present at a general meeting is entitled to one vote.
- c) A quorum shall be a minimum of four (4) voting PAC members.
- d) All matters requiring a vote shall be decided by a simple majority of the votes cast by PAC members only.
- e) In the case of a tie, the Chairperson does not have a second or casting vote and the proposed resolution shall not pass.
- f) The PAC Executive may spend a maximum of \$100 without prior approval of the PAC members. Any such expenditure shall be reported to the members at the next general meeting.
- g) PAC Members are not permitted to reimburse themselves directly from the proceeds of any PAC event. Members must submit an expense voucher to the PAC Executive for reimbursement by cheque. Again, these expenses must be approved prior to the event. (To summarize, reimbursement cannot be expected without prior approval by the PAC Executive.)
- h) Itemized receipts must be submitted to the PAC Treasurer. The receipts must only include items purchased for PAC and not include any personal items.
- i) At the end of an event day, anyone with cash and/or cheques to be deposited must hand them over to the PAC Treasurer or designate for tallying and deposit, or for tallying and storage in the school safe. The School Administration must be notified if there is PAC money in the school safe.

6. Items to Follow up on:

- a) deck the hall prizes. 1,2,3 for primary and 1,2,3 intermediate. When to announce winners/bring prizes
 - 1st? -
 - 2nd? -
 - 3rd? -
- b) Ideas for Ms. Dawn Murray's retirement gift from PAC. When to have it ready present to her. Budget vote \$??

7. Fundraising / Events:

It was noted that 100% of proceeds of all fundraisers go towards Bonaccord students via purchases of sports equipment, books, robots, jerseys, events, etc.

a) Encorp Pacific Return-it Program - \$ 0.00 (Oct 1, 2025).

1. Families can donate their bottles and cans to the Bonaccord PAC funds at any Return-it Depot by entering the school's phone number at the Express return station.

b) Babysitting/home alone course (Red Cross): Start advertising in December for April Course. Any teachers willing to supervise? Available rooms? Prices??

1. In order to continue to host events/hot lunches/fundraisers, etc. we will require additional volunteers.

8. Increasing Participation at PAC Meetings

The below are ideas from previous meetings that may help to increase participation at PAC meetings. The below ideas require volunteers. If you're interested in helping with any of the below, please reach out to the PAC executive committee via email (PacBonaccord@gmail.com).

a. Possible incentive ideas? Meet the PAC. More active posts on FB.

9. Budget allocation proposed:

See attached "AGM – Proposed Budget - ..." for review and voting.

Vote:

10. New business (To be discussed in the next meeting)

11. Next PAC Meeting – @ PM.

12. Meeting adjourned @ PM.