

Dreams Gymnastics Parent Association
November 5, 2024 Meeting Minutes
Fargos Capilano @ 5:45pm

Prep Work

1. None

Meeting Objectives

1. Discuss and decide on Regular Agenda Items
2. Fundraising Update
3. Events Update

Agenda

1. Call to order and attendance
 - a. Called to order at 6:00 PM
 - b. Attendees: Laurel, Sarah, Elise, Jenn, Lindsay, Roseanna, Cathay, Candice
2. Items to be added to Agenda
 - a. VIP Meats fundraiser Jenn to provide additional info
 - b. 5S Farms - Laurel to provide additional info
3. Approval of Agenda
 - a. Motion: Roseanna
 - b. Second: Sarah
4. Ongoing work
 - a. Regular Agenda Items
 - i. T Shirt Order
Please pickup your tshirt from this meeting. Extra tshirt orders will be contacted by Laurel to pickup. Additional stock purchased by Cynthia.
 - b. Past Fundraising
 - i. Jerky - Sarah
Lindsay reported that for 2025, company divisions require a decision on which company, Brickhouse or Wilhauks, to use, if we continue with this fundraiser.
 - ii. Carn-evil Halloween Concession - Lindsey
Gross \$307 in sales. Expenses \$139, with expired food losses, \$169 profit. Top sellers, chips and candy bags, pop and juiceboxes. Consider purchasing more pop and supplies for next concession. Everything went well. Concession staff were asked to help with first aid applications and additional administrative duties.
 - c. Financial Update
 - i. Scotiabank not providing notifications to banking updates, despite settings set accordingly. Lindsay completed hard copy, line by line review of transactions. Switch between accounts nearly complete. No more transactions to Scotiabank as of now. Lindsay will cancel and close out Scotiabank account with Laurel. Lindsay to complete account balance transfer from Scotiabank to Servus account via etransfer. \$12,800 in DGPA account. \$4000 held for athletes. \$2600 in social fund. Remainder is surplus to pay for Christmas trees and Oil Kings tickets. Membership stands at 40 members.
 - d. Ongoing Fundraising

- i. Oil Kings - Laurel
 - Additional dates - Oct 14th recap - Sarah
Went well. More pucks provided than previous sessions. Golden pucks x20 provided, purchasers have to determine if they want one in their bag of 20 or 50 pucks. Not many children accompanied the adults to help with puck sales. More children = more sales. Currently, no tap/card sales possible - cash only; however, it is possible in future. Sales slow. \$730 profit.
 - Table Sales - Cathy:
 - Past dates lessons learned: Sobeys Belmont Oct 26, Emerald Hills Canadian Tire Nov 2/3
Oct 26 date at Belmont had some issues - staff organizer at the store confused the dates, so while the table was set up for an hour +, they were asked to leave because they thought the date was supposed to be the following day, despite being told by the organizer that it would be for the 26th. Sales happened for 1 hour on the 26th, despite the issue.
Sales at Canadian Tire went well.
36 tickets sold, \$370 donations. Total 54.5 tickets sold. 423 tickets remain to be sold.
Intent to participate forms are outstanding for many “participants” in the Oil Kings fundraiser.
January DGPA goal-setting meeting might need to determine a better process for confirming member participation in fundraisers (Google Form, use of Band, etc.)
Decision to book additional tables for ticket sales will be made in December.
Sherwood Park Mall was suggested as a future location for ticket sales.
Kingsway Garden Mall was suggested as a future location for ticket sales.
 - Upcoming dates: Sobeys Belmont Nov 9, Emerald Hills Canadian Tire Nov 16/17, Sobeys Belmont Nov 30
Some dates have no one signed up. Board members attempted to make up for the lack of signups during the meeting. Child/athlete participation is considered to be a requirement to encourage sales.
Laurel communicated that Chuck a Puck sales require 12 adult sign-ups for dates booked - sign up on Band will be updated accordingly.
 - Christmas Market Table sales Not addressed.
 - Western Theme Night: Nov 22
 - Bandanas
Jenn to complete bandana sublimation in black, or vinyl.
 - New Years Day: Jan 1
Sign up not yet full. More participation required.
 - 2025 paraphernalia
Not discussed this time.
- e. Upcoming Fundraising
 - i. Christmas Trees - Laurel
 - Band & website ready
 - Callout complete

Many re-orders from the callout process.

Order sheets need to be turned in so that current tree stock can be determined. Currently, 48 trees sold, only one 10-11 tree left - please communicate if more of this size is needed. 105 trees available.

Candice to provide a "tree update" on the band letting fundraising participants know trees sold, trees available and availability. Laurel to update/confirm numbers on the Drive before Candice posting (2024-2025, Fundraisers).

Individual board members welcome to update the Drive totals according to their individual order forms; however, order forms do need to be submitted to Laurel.

Larger sizes (than 11 foot) are possible, but need to be determined on first come first serve, initiated by Laurel.

Laurel firmed up a few board members' commitments to help with tree delivery.

ii. Christmas Market - Laurel

- Market name decided: Holiday Dreams Market

Roseanna to create a FB event to advertise.

- Confirmed vendors - Roseanna

Currently, four paid vendors.

Play area is suggested as a 'vendor', where children can play with toys at a cost. Board decided against this option based on limited space in the venue.

Two tables were requested by a vendor. It was determined that cost is based on one table and vendors will be told that they have to pay two fees if they want two tables.

Busking was suggested as an option - buskers for charity are not required to pay to take space at the market.

Vendors are requested to advertise their participation in the market.

Table sale cutoff Nov 20.

Market access is as early as 9 am, so vendors and DGPA volunteers cannot set up any sooner.

- Athlete table

Suggestion to have athletes take a table in the market to sell items for profit/fundraising for the Simone Biles travel competition. Table fee donated by DGPA in the case that market is not full with paying vendors. Waiting to confirm.# of paid vendor tables prior to confirming inclusion of an athlete table.

- Responsibility Sign up

Not discussed at this meeting.

- Santa required - Jenn to find a Santa rental

- Photo booth/grinch booked? - Laurel

Phil can participate as the Grinch \$70 for the first hour, \$50/hr afterwards (\$520 total for both days). It was decided that a Grinch photo booth was only required for Saturday, to remain within the photobooth. Backdrop can be ordered from Amazon. Photos can be charged and profit can be used to offset the cost of Phil's fee.

Cost/photo is \$5.

- Concession to be offered with hot drinks and non perishable items, outside of the hall itself, unless indoor space is available. Future years can consider food handling permits and selling smokies/hot food items.
- Determine assignments in Monday.com - Laurel
- iii. Christmas Show Concession & Roses
 - Two shows, same menu as 2023.
 - Lindsay to update plastic sleeves and water holder stock for roses. December 13 rose stuffing party. Costco roses, as per 2023.
- f. Past Events
 - i. Athlete Pumpkin Carving - Jenn
Thank you to Jenn. Went well.
- g. Current Events
 - i. None
- h. Upcoming Events
 - i. Christmas Party: Dec 14 - Shandra
No update, Shandra not in attendance
 - Determine assignments in Monday.com
 - ii. Buns, Bodysuits & Bevvys: Jan 11
Max 10 suits provided, DGPA to purchase hangers from Ikea. Jenn to pickup hangers. Cathy providing 2 hanging racks. Laurel to complete RSVP to determine attendee numbers.
Jenn to determine prices per unit of alcohol for the amount of liquor being sold. 1 hour tutorial for hair, 2 hour open gym with snack and bar and bodysuit shopping, social event. 6-9 pm. DGPA to reach out to coaches after coaching numbers are determined. Shandra will ask coaches and act as one of the coaches, unpaid (her choice). Cost of an additional person (in addition to the one adult and one child covered in a ticket fee) is \$5.
Drink cost confirmation will help determine final event ticket fee, beyond what was decided at October 2024 DGPA board meeting.
Location for bun/hair tutorial TBD (possibly in the bleacher stands). Also suggested two locations within the gym, depending.
 - Determine assignments in Monday.com
 - Hair supplies bag update (incl. price breakdown) - Shandra
Jenn completed bodysuit price tags (100)
 - Pick a bag
Continued discussion on bag choice. Two options are in consideration.
 - Bag assembly date
Suggested to host DGPA January board meeting in tandem with hair supplies bag preparation. Location TBD, possibly in Dreams Birthday room. Sarah to ask about BD room availability on January 6.

Meeting done at: 7:42 PM

Next regular meeting: December 2, 2024 at 5:45pm, Capilano Fargos