



MEETING MINUTES

In Attendance

- Meagan Lundgren, Belfast Principal
- Clancy Evans, Belfast Vice Principal
- David Tran, Council President
- Kristina Prins, Council Treasurer
- Lois Mafrica, Council Secretary
- Brandy Bradford-Morin
- Chelsea Patrick
- Eleese Llewellyn
- Robin Pommier
- Ryan Llewellyn
- Regrets: Amanda Priolo, Au Pham, Claire Kain, Fauzia Nasery & Kim Buchanan

Call to Order

- Belfast Fundraising Society Meeting called to order at **8:22pm**.

Welcome and Introductions

- Online Meeting, attendance was captured in the meeting chat.

Approval of the Agenda

MOTION: David moved to approve the February 17, 2026, agenda as presented, seconded by Robin. CARRIED.

Approval of the Minutes from the Last Meeting

MOTION: David moved to approve the November 18, 2025, Meeting Minutes, seconded by Kristina. CARRIED.

Review of Email Motions to be Added to Minutes

- None.

Declaration of Members at Large

- To be a member at large, members need to declare that they want to be a member at large, attend meetings and will then have voting rights.
- The following attendees declared themselves at members at large:
 - Chelsea Patrick

Reports

Chair Report, David:

- Nothing to report.

Treasurer Report (Kristina):

- Report was provided via email.
- General Account:
 - Current account balance is \$584.49.

- Expenses included teacher appreciation coffee, welcome back coffee & tea, giving tree gift cards, staff sweatshirts, staff Christmas Card, and retirement bouquet.
- Income:
 - Winter Concert Donations \$441.75
 - Friends Pizza \$360.00
 - Healthy Hunger \$73.78
 - Slurpee Day \$181.00
- Healthy Hunger
 - Participation has decreased from about 75 orders per month, and revenue has dropped to around \$50.
 - Prices have been raised slightly this year, but restaurant costs have also increased. Need to increase costs next year.
 - We carried a balance owing from last year due to a high number of subsidized meals.
 - A small profit is expected this year.
 - Alisha puts in significant upfront effort, including research and coordinating deliveries.
- School shirts
 - Meagan reiterated that when shirts were first given ordered the logo was new, community building perspective, all students were apart of the design process, kids wore them so much more than expected. Feedback was very positive.
 - A discussion ensued regarding purchasing of new Belfast School shirts, and an exchange might be a way to scale down the costs. (I.e. buy a new shirt for \$15, trade in a shirt for a deposit).
 - Chelsea stepped forward to help with a return/exchange program. Is this still needed.
- Ed Matters Account
 - The account balance is approximately \$1,500.
 - Upcoming expenses include the Welcome Back BBQ and Belfast T-shirts for new students.
 - Greater promotion of donations through Ed Matters is needed, along with efforts to reduce spending.
 - Overhead costs are minimal, meaning most donated funds go directly to the school.
 - The platform makes it easy for the broader community to donate, with tax receipts issued directly to donors.
 - Megan noted additional benefits of Ed Matters, such as pooled administrative costs that can support schools with lower equity.
 - There is a need to streamline access through the school's interface.
 - Robin has offered to assist, given her strong interest in the platform and prior communication with Ed Matters.

- Reporting through Ed Matters remains difficult, with delays of up to a month, limited communication, and challenges tracking the account balance.
 - A check-in schedule of three times per year was suggested.
 - While the school can front expenses, uncertainty around reimbursement amounts makes this challenging.
 - Requests for an improved tracking system have not received a response, despite follow-up with the CBE Finance Team and Ed Matters.
 - Clancy noted the system may improve over time; as a smaller account, the school is willing to front costs if reimbursement is anticipated.
- Casino Account:
 - Current balance is \$23,436.55.
 - Half of the budget has been spent this year.
 - Expenses include Bluetooth Speaker, Outdoor Mural, Grade 3/4 fieldtrip, Insurance, Tennis Residency, Sound Kreations Residency, smartboard and stands.
- Fundraising Idea:
 - Healthy Hunger
 - Not raising as much money as in the past.
 - CBE recommends healthy hunger only once a month.
 - Need to set prices higher next year.
 - Reassess in June.
 - Slurpee Day
 - Only happens when Slurpee's are on sale twice a year and we mark them up.
 - Spring Friends Pizza Fundraiser
 - Concession Sale – inventory after movie night.
 - Popcorn Friday's
 - the machine is great but getting 200 bags popped in a day.

Casino Coordinator Report, Robin:

- This year's casino is May 23rd and 24th.
- Robin confirmed she is working on the casino application.

New Business

- Nothing.

Next Meeting Dates

- Tuesday, April 21st, 7:30pm, In Person.
- Tuesday, May 19th, 7:30pm, Online.
- Tuesday, June 16th, 7:30pm AGM, In Person.

Adjournment

- Belfast Fundraising Society Meeting adjourned at **9:06pm**.