

**Friends of Cardinal Carter Academy for the Arts
MINUTES**

Meeting time & location	CCAA – March 21, 2017
Directors present:	Jan Patterson, Eliza Ghinea, Eniko Pittner, Anthony Viola, Brenda Bao, Paulo Martins, Niloufer Pasha, Anita Anton, Tracy Barber, David Patterson
Regrets:	Natalie Hegarty, Anne Bellissimo
Guests:	
Minutes taken by:	David Patterson

Jan Patterson chaired the meeting

Meeting called to order: **6:06 p.m.**

Opening prayer: Anthony Viola

1) APPROVAL OF MINUTES - February 13, 2017 (Jan)

- Motion: To accept the minutes from February 13, 2017 meeting. Moved Tracy Barber, Seconded Niloufer Pasha
Motion Approved

2) TREASURER'S REPORT (Paulo)

- Paulo Martins delivered the Treasurer's report
 - Our overall balance to date is \$37943, \$8070 in deposits since the last meeting.
- There is approximately \$8,000 in committed funds yet to be spent (ballet bars, Mr. Rossi's tablet, music computer)
- Paulo Martins presented the revised 2016 Financials. Moved Jan Patterson, Seconded Eliza Ghinea that the revised financials as presented be accepted. Motion Approved
- As the incoming Treasurer, Brenda Bao is now included as a signing authority and Paulo Martins has been removed
- Paulo has handed over cheque and deposit books to Brenda. He will hand over the computer at next opportunity.
- Paulo indicated the computer with our financial records (Quickbooks) is nearing the end of its life. Jan reported she is seeking through her employer Grant Thornton the possibility of getting a computer donated. She will follow up.
- Brenda will present the Treasurer's report at future meetings.

3) ACTION ITEMS UPDATE (Jan)

- * 2/2017 - Anne enquired with the School Board on whether Google Docs would be an option, but unfortunately is not possible through the TCDSB.
- * 3/2017 – Paulo provided an update on the new logo contest for students. After discussion it was determined:
 - looking at both colour and B&W versions
 - Competition open to Grades 9 to 12
 - Winning Prize confirmed as \$75 in gift cards (\$25 Apple, \$25 Indigo, \$25 Cineplex)

- Each student submitting an entry is eligible for 4 student volunteer hours.
 - Logo will read “Friends of Cardinal Carter Academy for the Arts” ‘. Spec will provide that Friends to be in larger font than the balance of the logo.
- 4/2017 to 8/2017 all completed

4) REGISTRATION NIGHT REPORT (Jan)

- Over \$4000 was raised on the night
- Bookmarks were a big hit – well done Eliza!
- Tim & Larissa Rowland were the winners of the accommodation package donated by Natalie Hegarty.

5) WEBSITE UPDATE (Eliza)

- * Eliza reported that Mr. Rossi and his students are working on our new website.

6) PLAQUE PROGRAM UPDATE (Anthony)

- * An order for 20 plaques is ready to go
- Anthony has advised each donor of the seat number where their plaque will be located. This information is provided to Anne for the maintenance staff to affix the plaques.

7) UPCOMING ARTS EVENTS (Jan)

- Dates for upcoming events are:
 - April 5-6 – Music (Band & Strings)
 - April 25-26 – Dance
 - May 10 (tbc) – Music (Vocal) – to be held offsite venue tbc
 - May 24-26 – Junior Music

8) OTHER BUSINESS

- Appreciation Certificates – Eni presented the frames for the Certificates for Dennis and Melinda. Jan to organize the Certificates.
- Friends Purchasing Process – Niloufer enquired as to how this process worked. Jan explained the process for seeking requests from the teaching staff and the Board process to determine which requests will be funded.

Meeting Adjourned 7:02pm

Next meeting: Tuesday 10 April 2017 at 6pm.
