

Terrace Road Parent Fundraising Association Meeting Minutes

Thursday, 23 April 2026 – Hybrid Meeting

The Terrace Road Parent Fundraising Association (TRPFA) Meeting was held immediately following the Parent Advisory Council Meeting to discuss matters concerning fundraising to support Terrace Road School. It operates independently of the Parent Advisory Council.

1. Call to order

The Terrace Road Parent Fundraising Association meeting was called to order at 6:42 pm by Jacek Krzywicki (Chair).

Parents and guests physically present or online, include:

- Dan Buchanan Principal
- Tammie Dewan Casino Coordinator
- Jacek Krzywicki Chairperson
- Sean McCoy Secretary
- Heather Sorensen Treasurer
- Erica Shield Vice Chairperson
- Jenny Somerville-Welsh Parent
- Mareea Taqi Fundraising Coordinator

2. Adoption of agenda

Jacek moves to approve the agenda; seconded by Sean.

Agenda revised to remove erroneous mention of “Annual General Meeting Proceedings”

No objections. Motion passes as amended.

3. Executive Reports

a. Chairperson: Jacek Krzywicki

- No updates.

b. Vice-Chairperson: Erica Shield

- No updates.

c. Treasurer: Heather Sorensen

- Heather reports on her shocking success in updating signing authorities on Association accounts. She was able to successfully add Maria, Erica, and Heather and remove Jason and Cristie.
- Heather is receiving a new access card in her name (the current card is still in Maria’s name) and has applied for a corporate credit card.
- Annual Societies Act filing request received; she will complete in coming months.
- Account balances:

- Casino: \$22,988. Two approved outstanding invoices from TRS and will have \$15,540 after these payments. Approved but unspent: \$1200 for Grade ½ bus trip to the zoo.
- General: \$8546. Multiple approved expenses from TRS outstanding, including drumming circle, teacher food, volunteer tea, sports day, and the Grade 5/6 celebration and gift cards. In addition, we have an outstanding allocation to pay unpaid fees. After these payments we could be in negative.
- We discuss whether we can spend Casino dollars on unpaid fees under the AGLC rules? Heather notes mixed messages between AGLC and CBE, but that there is no explicit rule that we have (or would) break. She also notes that we are using the funds in a way that is consistent with the approved use of casino funds. Executive agrees that we have done this for many past casinos and are comfortable in continuing as we have in the past.

Heather moves to spend the previously approved amount for outstanding waiver fees (\$7500 on January 22) from the Casino account; Jacek seconds.

No objections; motion passes.

d. Secretary: Sean McCoy

- Sean suggests moving historical materials over to Teams from Google drive and there is general agreement. As he has access to both, he will take this on.

e. Fundraiser: Maria Ali

- Purdie’s Easter campaign has brought in around \$900.
- Growing smiles results are not in yet. Kat will be putting out a call for volunteers on May 4.
- Discussion about coupon books. Final numbers are not in yet. Dan feels the preliminary cost-benefit doesn’t look good and are concerned about the potential liability if we must pay for un-returned books. For further discussion once the results are in.

f. Casino Coordinator: Tammie Dewan

- Next casino is expected in October to December 2026.

4. Requests for funds

No requests for funds.

5. Next meeting date

Next meet will be held in a **hybrid format Wednesday, 27 May 2026** following the TRS Parent Advisory Council meeting.

6. Adjournment

Jacek moves adjournment; Erica seconds.

No objections. Motion approved.

Meeting adjourned at 7:31 pm.

Minutes respectfully submitted by Sean McCoy, Secretary