

Terrace Road Parent Fundraising Association Meeting Minutes

Thursday, 26 February 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 7:51 pm by Jacek Krzywicki (Chair).

Parents and guests physically present or online, include:

- Maria Ali Fundraising Coordinator
- Dan Buchanan Principal
- Melissa Kelly Parent
- Jacek Krzywicki Chairperson
- Sean McCoy Secretary
- Heather Sorensen Treasurer
- Kat Le-Williams Volunteer 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

- Circles of Rhythm Invoice is \$917.07 for March 13; Alberta government funding covers \$500, so Association needs to cover the remainder.
- *Jacek moves to approve \$417.07 spending to pay circles of rhythm (General account); Heather seconds. No objections. Motion approved.*

b. Vice-Chairperson: Erica Shield

- Not present

c. Treasurer: Heather Sorensen

- Heather notes that we need to remove Jason (former Vice Chair) as a signing authority and add Erica as signing authority.
- *Heather Sorensen moves that we add Erica Shield as an authorized signatory on the Business Checking (ending in xxx4792) and Business Savings (ending in xxx7511) accounts of Terrace Road Elementary School Parent Advisory Council at TD Bank; Jacek seconds. No objections. Motion approved.*

- *Maria Ali moves that Heather Sorensen be registered as our primary bank account holder for the same bank accounts; Jacek seconds. No objections. Motion approved.*
- Heather submitted Casino financial report to AGLC on January 31, 2026. Reviewed and signed by Jacek.
- *Jacek moves Heather explore options for a credit card in the name of the association; Sean seconds. No objections. Motion approved.*
- Heather expects that we will need to complete our Alberta Societies Act submission soon and will investigate the due date.
- Available funds in general account are \$8,460; available funds in Casino are \$26,400. Approved, but not spent is approximately \$13,000.

d. Secretary: Sean McCoy

- Requests Jacek to update teams and email for new Erica.

e. Fundraiser: Maria Ali

- Purdie's Easter campaign is live! Following discussion, agreement that delivery date should be before spring break.
- Growing Smiles is planned. Following discussion, agreement that delivery date should be in May near Mothers' Day.
- Maria has been approached by several companies, such a one who creates coupon books and sells them for \$15 and we get \$7.50. We agree this would be a good experiment for next year.
- Another idea is YYC food trucks. Maybe as a fundraising event next year? Some discussion about whether this could replace the annual corn roast, but no conclusions reached.

f. Casino Coordinator: Tammie Dewan

- Not present.

4. Requests for funds

Dan requests \$1200 for school bussing for Grade 1/2 field trip; \$3071 for sound creations residency.

Jacek moves up to \$1200 for school busing (Casino) and up to \$3100 for sound creations; Kat seconds. No objections. Motion approved.

5. Next meeting date

Next meet will be held in a **hybrid format Thursday, 23 April 2026** following the TRS Parent Advisory Council meeting.

6. Adjournment

Jacek moves adjournment; Sean seconds. No objections. Motion approved.

Meeting adjourned at 8:43 pm.

Minutes respectfully submitted by Sean McCoy, Secretary