**Meeting Minutes**

Tuesday, March 24, 2015

**7:00 p.m. Sir Adam Beck Library**

**In attendance**: Roger Boettcher, Kathy Wettlaufer, Sally Reijerse, Ingrid Rosner

**1. Review Minutes**: No meetings from October through February.

**2. Budget Update + Fundraising**: Sally circulated the current budget numbers. We have a budget of **$8,186.25** with **$3,655** allocated for on-going expenses (gardens, bridge, sandboxes) and a working balance of **$4,531.25**. We made **$85.60** at Christmas for the donations in lieu of teacher gifts. We looked at Kathy’s email from October 24th about teacher ideas for using the funds. We decided to group December funds, with end-of-school year funds plus Colour Paradise for a larger fun project (i.e. the bridge) that we can announce to teachers and parents in May as long as the sand area has a definite date to be fixed. The Colour Paradise fundraiser will go out to students in April with funds designated to the Greening Committee. Jen Clarke will come to the April meeting to talk about a proposal from the Kindergarten teachers. Their idea involves the space around the shed that can be used by all students.

**3. Project & Updates:** Our first priority is to get the sand problem fixed in the back area and sand added to the Kindie area. **Sally** will contact PW Concrete this week to see if they are willing to donate any time or services to do with the sand (and the rocks for the no-mow). Sally had talked with them in the Fall about our projects. Our idea is to dig up half of the sand in the back, add a layer of gravel (maybe 4 in.), fill the sand back in and then fix the other side. Then add gravel and sand to the Kindie area. **Roger** is willing to remove a section of the fence to facilitate the work to be done in the Kindie zone. If the ground stays solid enough, now would be the time to go ahead with the work before the contractors’ schedules fill up. If PW Concrete is not available, **Mandy** will get three quotes for contractors to work on sand areas, berm, posts, rocks and both front and butterfly gardens, plus the Spring/Fall cleanups ($500 for each season).

**4. No-Mow Area**: **Ingrid** will write to the Region of Waterloo to see about an extension for the use of the grant funds of $2000. The grant was to be used by April 2015 but we ran into contractor delays. So far the cedar pergola has been built ($815.92) and native plants were planted during our October work day. **Sally** will verify if donated rocks are coming from PW Concrete. **Mandy** to verify whether a colleague of her husband will be available to help with the sign. Otherwise, Sally has a contact from Heritage Design to make the sign that she designs. **Kathy** will ask for teacher feedback regarding what should be included in the resource kits: our ideas include identification guides (trees, plants, birds, insects), binoculars, bug catchers and magnifying glasses. There could be two kits: one for primary and one for junior/intermediate.

**5. Programs – Adopt-a-Tree (AAT):** Sally has had some feedback about teacher confusion regarding the program. We will try to communicate more frequently in different ways: morning announcements, signage in classrooms, working with the Eco-team and keeping the AAT binder available in the staffroom or library. **Kathy** will update the binder with the teachers/classes that have signed up from her October 21st email. Sally has completed over half of the tree profiles to go to the classrooms. **Roger** will consult with the map of original board-planted trees so Sally can finish the profiles. **Ingrid** will help proof the profiles and purchase 25 frames (8 ½ x 11 plastic/plexiglass certificate frames) for the AAT certificates. These will be posted in each classroom. **Sally** and **Ingrid** will meet to finish the profiles that will be laminated for durability and can be taken outdoors with the class, as well as posted in the rooms. **Roger** will check on the cost of a partial roll of laminate to be purchased using Footprints funds. Another copy of the tree profile will be put in the binder.

We would also like to form a partnership with the Eco-team run by Norilynn Epp and Shyla Sones. **Sally** will send out an invitation to see how a partnership might work and if they would like to join a Footprints meeting or even meet during a nutrition break.

**6. Spring Work Day – Sat. June 6, 2015:** Our work day will be from 9 until 2. We will have three communications with the school community that **Sally** will create:

1. in early April, a simple Save the Date sheet will go home in planners

2. in May, a sheet will go home with a description of event, what to bring, work to be done and a tear-off to come back to school with attendance so we can determine numbers

3. around June 3rd, a sticker will go in planners to remind attendees about event

Closer to the work day, **Sally** will contact local businesses that donated food and beverages last year. We will try to get donations earlier in the week, to free up time on the morning of the work day.

**7. Teacher Correspondence:** Jen Clarke will present to the committee in April. We also discussed Kathy’s email about teacher ideas for the playground and joining together with Eco-team.

**The next meeting is Tuesday, April 21, 2015** | 7:00-9:00 pm | SAB Library

**The meeting adjourned at 8:30 p.m.**

**Committee Contacts**

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