

MINUTES

Castle Park Learning Garden

January 22, 2019 @ 7pm | Meeting called by CPLGC

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Learning Garden Committee - General Meeting

ATTENDEES: Andrew Corbould, Paige Olson, Nicholas Chesworth, Rosie Perrin, Pamela Hiller, Jolene Carlsen, Tiffany Stewart, Tiffany Shanks, Sonja Gruber

REGRETS: Denise Burrowes-Mash, Mehreen Saleem

Special Notes:

1. Welcome and Introductions

2. Approval of agenda and last meeting's minutes - Rosie

November meeting minutes were reviewed by the group and are posted on the PAC website. Add agenda item 3 – Will Stroet Concert review.

3. Will Stroet Concert review

If selling tickets for future fundraisers use EventBrite or something not tied to school as it proved difficult for those outside the school system to register on School Cash Online. It was suggested PACs should be approached with information vs. Principals. The teens entertaining kids prior to the concert were great and included 4 girls and 4 boys from Riverside Secondary. Feedback from students and parents alike was positive and some suggested doing this more often. Entertainers from ArtStarts could be used for any future events. Sonja will send a feedback form to the group.

4. Review finances & action items from November 13th meeting - Rosie

November action items pertained mostly to Will Stroet and are complete.

Total expenses for the Will Stroet concert were \$1208.83 (booking fee and concession) and revenue was \$2,752 (ticket sales and concession) for a net profit of \$1,543.17. Currently, \$393 has been raised at Cobs Breads under Castle Park PAC. The Christmas Concert raffle brought in \$501. See attached for current Learning Garden financials.

5. Christmas Concert Raffle

As mentioned above the Christmas Concert raffle brought in \$501 and was well received by parents. Consider doing for next year – Sonja has ballots that can be used.

6. SD43 quote review & meeting with Rob Zambrano – Next Steps - Paige

Stephen Watt of SD43 provided a quote for materials for the various components of the Learning Garden project. Note that labour costs were not included.

Paige, Rosie & Pam met with SD43 Assistant Superintendent Rob Zambrano on January 15, 2019 to discuss next steps. Mr. Zambrano has been very supportive of this project and has committed \$20,000 in District funds going forward. With the est. \$25,000 in LG account + District funds, an estimated \$45,000 is currently available for next steps. Three landscape companies are being considered, with the District and contractor to divide up the work depending on what is required in this next phase.

The group agreed the priorities would be a) Pathways, b) Gathering Circle, c) Deck with trees, d) Play mounds as was also agreed to in the meeting with Mr. Zambrano. The pathways and gathering circle were also a commitment made to City of Port Coquitlam in the matching grant.

7. Meeting with SD43 Aboriginal Education Dept

Mrs. Olson met with Mr. Rob Cowie from the Aboriginal Education Dept. in early January to discuss the Learning Garden and possibilities to incorporate Aboriginal elements. Some ideas were a) make the seating area a circle, b) incorporate plants important in FN culture c) Family stones fundraiser (name/Spirit animal) embedded in the garden. Also discussed were possibility of an artist in residence to work in the foyer and incorporate finished artwork in the garden.

8. Grants

Rosie and Paige prepared and submitted the TD Friends of the Environment grant on January 15, 2019. The funding amount was open-ended so we requested \$16,180 which included several components of the garden not included in Item #6 above. Mrs. Olson presented several other grants to the group including the following (and the respective authors).

Grant name:	Due Date:	Prepared by:
TBD		Pamela Hiller
Honda Grant McLean’s Grant	Ongoing Ongoing	Jolene Carlsen
TBD		Nicholas Chesworth

All grants applied for should be specific in terms of scope and cost.

9. Potential Fundraisers

Some fundraising ideas for the future include the following:

- Coin Fundraiser (NC) – 5 jars per class, students bring in different coins on different days
- Children’s Book (JC) – Jolene’s son has written a children’s book and may donate proceeds to Learning Garden
- Vesey’s Plants/Seeds (TSh) – potentially a Spring or Mother’s Day fundraiser
- Plant Fundraisers (AC)
- Canucks 50/50 raffle volunteers (NC) – 10 parents volunteer to do 50/50 raffle at a Canucks game and receive \$1,000 for their time
- Carnivals (PO) – this is a big commitment, requires a large amount of organization; past years PAC has considered but don’t have the parent volunteer commitment to date.
- Chocolate covered strawberries (SG)

Looking Forward / Action Items

Action Item	Item Ref.	Who	Due Date
Update Learning Garden webpage	-	Rosie	ongoing
Apply for applicable grants	8	Nicholas / Pam / Jolene	

Next Meeting: Tuesday, February 12, 2019 @ 7pm