

MINUTES

Castle Park Learning Garden Committee

Wednesday, Sept. 11th, 2019 @ 7pm | Meeting called by CPLGC

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Learning Garden Committee - General Meeting

ATTENDEES: Cindy Arcand, Treasurer | Mehreen Saleem | Andrew Corbould, Principal | Paige Olson, Teacher Liaison | Pamela Hiller | Tiffany Stewart | Jolene Carlsen | Denise Burrowes-Mash | Tiffany Shanks | Susan Jenner, PAC Co-Chair | Rosie Perrin, Secretary/PAC Co-Chair

REGRETS: Sonja Gruber, Nicole Manson

Special Notes:

- 1. Welcome and Introductions**
- 2. Project Review and Progress**

Deniza Holdings contractors began construction on Phase one of the Project (2 sandboxes and gathering circle) in early July, including drainage improvements and excavation of the two new sandboxes. No work was done during the 4-week period from mid-July through mid-August. In mid-August, boulder and log/block placement around the sandbox edges began but this is still ongoing; work on the gathering circle has not yet begun.

The deadline for this phase is September 30th. Andrew will ask Sharon Thompson at SD43 about the timeline for the remaining work and what happens if the deadline is not met.

Phase 2 will include the deck & trees – will need to get an estimate for cost of wood.

- 3. Grant Updates**

Vancity has approved a Community Branch Partnership Grant (Shaughnessy Stn. Branch & North Side Community Branch) in the amount of \$500. They will present the cheque at a future assembly. Still waiting to hear back regarding the TD Friends of the Environment grant (applied June 2019), decisions typically made in October.

We will apply for the Honda Grant, look into the Whole Foods Grant and the Port Coquitlam Rotary Club. The majority of garden-type grants to be applied for are in Spring.

4. Finances

Over the summer \$770 in donations for the Learning Garden came in through School Cash Online. This is being held in the school's Learning Garden account. Nothing has been paid out to contractors as of yet.

5. Fundraising for 2019/2020

A Halloween Costume Sale will be planned with each costume sold for \$5. Proceeds of the sale will benefit the Learning Garden. Parents will be able to drop off any children's costumes to the foyer until the sale scheduled for Oct. 9 (after school) and Oct. 10 (before and after school). Pam will organize, prepare flyers and gather volunteers.

The Committee will host a Movie Night Fundraiser on November 22, 2019 (movie TBD). Denise will organize. Need to look into District rules surrounding Movie Nights.

6. New business

Tiffany Shanks will look into possibilities for a Poinsettia fundraiser near Christmas

Looking Forward / Action Items

Action Item	Item Ref.	Who	Due Date
Contact Mr. Furtado re: cedar deck (material estimate)	2	Rosie	Oct. 16
Apply for Honda Grant	3	Jolene	ongoing
Look into Whole Foods grant	3	Grant team	Oct. 15
Look into PoCo Rotary Club	3	Pam	Oct. 16
Organize Halloween Costume Sale – Oct. 9 & 10	5	Pam	Oct. 10
Organize Movie Night Fundraiser – Fri. Nov. 22	5	Denise	Nov. 22

Next Meeting: October 16, 2019 @ 7 PM