

March 27 2024 Meeting of the Conmee Social Committee (Amended)

Minutes of Special Planning Meeting (Amended)
of the Conmee Social Committee
for 2024 Easter Brunch
March 27, 2024

In Attendance: Ellen Davis, Wanda Tabor, Wayne Maxwell,
Sheila Maxwell (Council Liaison)

1. 6:50 pm call to order

2. Minutes from meeting March 13th approved

3. Report on On boarding Packages for Social Committee Members

Wanda Completed the On Boarding Package on March 26

Ellen still needs to complete WHIMIS and Harassment in the Workplace

Ellen gave Wayne the On boarding Package

4. Movie

Council Approved the May 14th Movie Event with a budget of \$150

Ellen reported she Adjusted list and costs to conform to new budget.

Teen Age Mutant Ninja Turtles was Selected to from the movie list to show at the event.

time 12-2pm

\$2.00 movie only

\$6.00 movie package (movie, hot dog, drink and popcorn)

Ellen to check with Shara to see if it is available to be shown as a DVD

5. Spring Brunch

Ellen Reported the Council was concerned that the budget of 68.07 sounded a bit high and wishes to have the budget itemized and presented

Ellen said she would lower the planned attendees from 130 to 100 and rework the costs

6. Terms of reference

The Council wishes us to amend the Terms of Reference to make it more relevant

Ellen sent out copies of the 2015 terms of reference for the members to review and bring back to the next meeting. (tabled to next meeting)

7. Proposed Volunteer Policy

Ellen reported because it is already difficult getting volunteer for Social Committee events. We felt that the Council's new requirement that each volunteer must complete the same on boarding package as the Social Committee members, would make it even more difficult for recruitment; Ellen drafted some proposed amendments and sent to each member of the committee, then sent to the council for consideration. Please see attached

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New Business

a. Resignation:

Wayne Maxwell stated this would be the last meeting of the Social Committee he would participate in. He said he did not want to complete the On Boarding Package. He stated had many commitments at home and that with summer coming on he would be spending more time at camp. He said he would consider volunteering for Santa for the Christmas Party and for a future Winter Carnival

b. 2024-25 Budget planning

-Ellen met with the Township Treasurer for guidance on preparing the Budget for 2024-25 year
I she showed the treasurer how she had prepared the budget for the Movie and the Easter Brunch and was told she was on the right track and was given cost from the past few years. The costs which have been incurred since Leanne took over as Treasurer have been noted with the events the expenses were for but previous to that there is only amounts reimbursed by date and amount.

c. Events for 2024-25 activities

The Committee decided on

April 27 "Spring Brunch"

May 4 "Movie"

June 15 & 16 "Yard Sale"

July date to be decided "Fun in the Sun Event"

Sept. date to be decided "Teen Activity possible dance".

Sept. date to be decided "Movie"

October date to be decided "Halloween Party"

November date to be decided "Artisan Market"

November date to be decided "Movie"

December date to be decided "Christmas Party"

January date to be decided "Movie"

February or March date to be decided "Winter Carnival"

April date to be decided "Easter Brunch"

d. Ways of paying for supplies for Events

-Ellen discussed with Treasurer what would be the best way of Members of the Social Committee to pay for supplies for the events.

-Petty cash was discussed. Shara (Clerk) and Leanne (Treasurer) stated there is not usually much money on hand in petty cash. Requests would have to be made 2wks prior before needing so that the Treasurer could ensure there was money available.

-Tara (Deputy Clerk/Treasurer) suggested that we take advantage of the shopping apps available with The Wholesale Club, Superstore, and Wal-Mart. The committee could make up the order and the treasurer could electronically pay for the items and the committee members pick it up.

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5. Next Meeting to be held Thursday April 11th 2024 at 7pm

Sheila said she would not be available but would send a delegate to replace her.

Meeting adjourned

Recorded by Ellen Davis