

# Fundraising Association of New Horizons School

## Meeting Minutes

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April 15, 2026

6:00PM - 7:00PM

Hybrid In-Person (New Horizons School) / Virtual Meeting

Link posted at [www.fanhs.ca](http://www.fanhs.ca)

**Attendees:**

**FANHS Executive:** Rebecca Koziak, Amanda Bullion, Eeksha Kohli-Kakkan, Jennifer Michaud

**NHS Staff:** Lori Vigfusson

**Society Members:** Ellen Hanna\*, Beverly Doucette

(\*indicates virtual attendance)

**Guests:** None

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**1. Meeting Called to Order : 6:05PM.**

Rebecca Koziak as Meeting Chair.

**2. Determination of Quorum**

Quorum was met with more than 50% of the FANHS Executive present at the meeting.

**3. Adoption of Agenda**

The agenda was posted online prior to the meeting.

Addition(s) to the Agenda - Rebecca Koziak motioned to add the following:

Motion to add to 7. New Business the following sub topics

(7C) Jr. High Support for fundraising initiatives and

(7D) Spring Carnival/Sunshine Social

**MOTION: Eeksha Kohli moved to adopt the Agenda as posted with additions as presented.**

**Seconded by Beverly Doucette. Motion Carried.**

**4. Approval of Minutes**

February 11, 2026

Tabled for next meeting.

There were no two members present who would approve the minutes as posted. Secretary cannot approve their own minutes.

## **5. Reports**

### **5.1. President/Vice President Report**

#### **5.1.1. February & March 2026 Events.**

- FANHS welcomes new Treasurer Jennifer Michaud.
- President attended the NHCSS Board's Stakeholder Forum – while attendance was as a parent, not a representative of FANHS, discussion in some areas led to opportunities for all volunteer organizations within the NHS community to collaborate and more effectively communicate volunteer roles.
- Many opportunities presented for the community to see the benefits of fundraising dollars in action – Investipalooza, Staff Appreciation meal funding.
- Spring Campaigns ran efficiently – The Colombian and Purdys. Salisbury Greenhouse is open year-round, additional marketing expected going into Spring.
- Met with Steamoji to discuss next steps for our fundraising partnership.

#### **5.1.2. Meeting with Administration**

Provided updates: new Treasurer, legal paperwork updated as required, volunteer retention, succession planning, and Casino update: moved up to the first quarter of 2028.

#### **5.1.3. Communication**

- FANHS and SC Communications have worked with Administration to streamline SC/FANHS and NHS ENEWS communications. The ENEWS will now be developed in collaboration with all parties and will be scheduled to send to families weekly (Sundays).
- FANHS is typically invited to provide a report to the Board at their May meeting.
- With an understanding that budget planning will take place at both SC's and the Board's May meetings, FANHS expects Fund Allocation requests from SC the week of May 18 and from Administration the week of May 25. In the interest of efficiency, FANHS' next meeting will be scheduled for a date following receipt of these requests

#### **5.1.4. Professional Development.**

- ASCA – best plan of action for workshop planning will be after FANHS & SC AGMs where new Executives will be appointed.

### **5.2. NHS Administration's Report**

- Appreciation for funding support provided so far.
- Principal will meet with the School Council to go over the budget planning for next year.
- Adventure Trip costs may increase due to bussing fuel surcharge. The provider is expected to add a 15% fuel surcharge effective 1 April 2026. Fundraising efforts may need to increase to help alleviate some of the impact.

- Due to the price increase for the DJ & Photo Booth this year, an additional \$200 is needed to support the Jr. High Dance. SC will require a reallocation of funds within their approved budget.

Discussion amongst FANHS Executive led to unanimous consent for the following:

Reallocation of \$200 from School Support – Academic Support to School Support – Events, Jr. High Dance

### **5.3. Treasurer Report**

**5.3.1. Financial Update** - Bills are all caught up and paid. The plan is to move financials to Quickbooks in time for the next meeting and in preparation to automate the financial management.

### **5.4. Current Fundraising Chairpersons' Reports – Ongoing Fundraisers**

#### **A. Hot Lunch Program | Chair: Brianne Davio.**

The final cycle is now closed.

#### **B. Grade 9 Adventure Trip | Chair: Rebecca Koziak.**

The individual cost per student is expected to increase due to fuel surcharge. Students have shown an interest in increasing fundraising efforts e.g. Concessions.

Bottle collection: School Council has made videos to educate how to dispose off bottles for collections inside the school.

#### **C. Save-On-Foods | Chair: Amanda Bullion.**

Cheques received. Will add a reminder in the next communication.

#### **D. Salisbury Greenhouse | Chair: Rebecca Koziak.**

Kindergarten had their field trip to Salisbury Greenhouse. A reminder about the fundraiser was shared with all Kinder families. This fundraiser is open year-round, additional marketing is expected going into Spring. Sales have been quiet this year, so changes to our marketing strategy need to be made.

#### **E. The Colombian Coffee | Chair: Rebecca Koziak.**

This new partnership is open year-round, with runs at the discretion of the company to ensure the partnership is mutually beneficial.

#### **F. Steamoji, Sherwood Park | Chair: Rebecca Koziak.**

Owner is determining best partnership opportunities based on their booking system etc. i.e. additional donated memberships for auctions, profit to FANHS based on sales etc.

### **5.5. Current Fundraising Chairpersons' Reports – Events**

#### **A. Edmonton Oil Kings | Chair: Rebecca Koziak.**

This fundraiser sold 74 seats in total. FANHS is expecting around ~\$300 profit from this fundraiser. Oil Kings made the cheque to school instead of FANHS. We will expect a reallocation of funds from school to FANHS.

Recommendation from Oil Kings to continue to do two runs in the future years - one at the beginning of the season and one towards the end of the season. We can compare performance and decide if we prefer specific timing or if we continue with offering two games per season.

## **5.6. Current Fundraising Chairpersons' Reports — Campaigns**

### **A. Spring Campaign**

#### **a. Purdys | Chair: Leah McCoy.**

The fundraiser is complete. It was well organized and very successful.

## **5.7. Motion to Accept reports**

**Eeksha Kohli moved to accept the reports as presented. Seconded by Ellen Hanna. Motion Carried.**

## **6. Committees**

### **A. Grants:**

- a. Recycle Program: Progress reporting for the Carton Council Grant is due April 30, 2026. Rebecca Koziak will complete the mid-term progress report.
- b. Artist In Residence (AIR): The Alberta Foundation for the Arts (AFA) Artists and Education Grant is due for 2026/2027 Artist in Residence programming on May 1, 2026. Rebecca Koziak and Ellen Hanna are collaborating on this application as representatives of FANHS and SC respectively.
- c. Garden Grant: Reporting for the TD Friends of the Environment Foundation Garden Grant is due on April 24, 2026. Rebecca Koziak is working with NHS Staff Leads Ms. MacKinnon, Ms. Olfert, and Ms. Stephens as required.

### **B. Halloween Dance**

Tabled for next meeting. The Committee needs to confirm the date, so planning can commence ahead of the 2026/2027 school year.

### **C. Policy**

Updates will be shared after the workshop.

## **7. New Business | Fundraiser Proposals (6:38PM)**

### **A. Fundraiser Opportunities : Spring Campaign Opportunities**

*Ideas identified from previous proposals:*

#### **a. Garage Sale/Book Sale/Marketplace**

Motion to add "Garage Sale/Book Sale/Marketplace" as an annual or bi-annual fundraising event, with tables, dates, pricing at the discretion of school and FANHS. Scheduling is pending interest and volunteer support.

**Rebecca Koziak moved to adopt the motion. Seconded by Ellen Hanna.  
Motion carried.**

**b. Bingo/Trivia/Games Night**

Motion to set up "Family Games Night" as annual or bi-annual event (example a. Winter event in a different month than Movie Night or a Spring Trivia event with the REACH team), pending interest and volunteer support.

**Rebecca Koziak moved to adopt the motion. Seconded by Eeksha Kohli.  
Motion carried.**

- c. Caramunchies** - Details of the fundraiser opportunity were discussed. We need to check if this fundraiser carries a minimum sales requirement. There was no interest to proceed at this time.
- d. Indeygo** - unanimous consent that there is interest in running this again as a part of our Back to School Campaign specifically due to the opportunity to support our greater community through the Food Bank initiative. Chair Amanda Bullion would like to check if there is a minimum sales requirement and we can revisit the details in the next meeting.
- e. Sherwood Park Soups** - Chair Amanda Bullion is no longer interested in running this fundraiser.
- f. Spring Auction** - Additional donations received during the year will be used to organise the online Spring Auction, in a format similar to Halloween auction. Maximum 20 items are expected.

**Motion to run Spring Auction as an annual event starting May 2026.**

**Rebecca Koziak moved to adopt the motion. Seconded by Amanda Bullion.  
Motion carried.**

**B. Summer Opportunities**

**a. FitSet Ninja**

FitSet Ninja is offering our families \$25 off their Summer Break program, as well as \$25 fundraising profit for every camp registration. There is no minimum and no risk to run this fundraiser.

**MOTION to approve FitSet Ninja as a fundraiser starting Summer 2026.**

**Amanda Bullion moved to adopt the motion. Seconded by Rebecca Koziak.  
Motion carried.**

**C. Jr. High Support for fundraising initiatives**

In addition to the Adventure Trip, there are other areas where Jr. High requires financial support through fundraising efforts. FANHS will provide fundraising support to the following groups where funds can be used within the same school year, or held for future years:

- Adventure Trip

- Grade 9 Grad/Jr. High Dance
- Track & Field
- Student Council

**Motion to approve that FANHS will provide fundraising support to the above listed groups where funds can be used within the same school year, or held for future years. Eeksha Kohli moved to adopt the motion. Seconded by Rebecca Koziak. Motion Carried.**

**D. Spring Carnival/Sunshine Social**

**MOTION: SC is expected to organize a Spring Carnival on May 23, 2026 with FANHS involvement for fundraising. Ellen Hanna moved to adopt the motion. Seconded by Jennifer Michaud. Motion Carried.**

**MOTION: to support a targeted fundraiser within the existing framework from last year. School Council to provide details to FANHS over emails. Ellen Hanna moved to adopt the motion. Seconded by Jennifer Michaud. Motion Carried.**

**8. Future Meeting Dates**

The upcoming meeting will be after the School Council and the School Board's May meetings. Future Meeting dates will be discussed and posted in advance of the meeting on socials and calendar.

**9. Meeting Adjourned : 7:13PM.**