GARDEN CREEK HOME AND SCHOOL

Meeting Minutes

Tuesday, November 17, 2026

Garden Creek School Library, 6:30pm

Attendees

1. Lindsay Bowman
2. Marcia Franklin
3. Kymberley Gillett
4. Becca Hulse
5. Nicki MacPherson
6. Emma O'Connor
7. Jennifer Quehe
8. Christine Ritchie
9. Samantha Robichaud
10. Hannah Steeves-Carney
11. Rebekah Thompson
12. Jen Ward
13. Zach Wells

Approval of Previous Meeting Minutes

- Approved by Emma
- Seconded by Lindsey

Financial Report

- We currently have **$11,793.04** available for spending.
    - (We were waiting to see about the shade structure before committing those funds to something else.)
- We have secured $4000 in corporate sponsorships for the Bazaar.
- Pending a form being signed, we now have a digital bank account that can accept etransfers for $6/month.

Halloween Spooktacular Decorating Recap

- Decorating went smoothly and was done very quickly. A great success! 😊

Next Movie Night

- The next Movie Night will be in 2027, date to be determined in the new year.
- In the meantime, teachers can use the streaming license for a daytime Christmas movie if desired, and we could potentially coordinate popcorn.
    - **Action Item:** Samantha to check with the staff on this.

Bazaar Update

- **Theme Baskets**
    - These are being wrapped tonight, and we might need more items for the Sports Basket. *(Update: The Sports Basket is now wrapped and there is also an additional "Snow Day" Basket.)*

- **Bake Sale**
    - Pledges were due today.
        - **Action Item:** Hannah to check-in with Mrs. G regarding the bake sale pledges.

- **Scott's Nursery**
    - Emma collected the orders today. She will review and get the numbers to Scott's by the end of this week and then anticipates having the coupons ready by the end of next week. *(Thank you, Emma!)*

- **Sponsorships**
    - Craig Construction – Santa's Workshop
    - Mira – Elf Auction
    - Bowman's Pharmacy – Creeker Café (new sponsor this year)
    - Julie Werner and Matt Gorveatte – Photo Booth
    - Jennifer Donovan Law – Cookie Decorating (new sponsor this year)
    - "Franklin Family" (Marcia + Franklin Parents + Dayne May) – Fishpond + Bean Bag Toss

- **Volunteers**
    - We are still looking for volunteers for a few stations, primarily **one for Activity Tickets for the duration of the Bazaar** (seated at the table with Casey) and **one for Face Paint** (they can stand at the door and take tickets and direct students, rather than paint faces if preferred). We can also always use more gift wrappers and other sets of hands in busy rooms. Please recruit friends and family and email **gardencreekhs@gmail.com** if you find any new volunteers. 😊 *(Update: We also now need a **volunteer for the Fishpond**, as Zach can no longer attend.)*
    - Questions/Comments from Samantha:
        - Should we swap the Fishpond and Holiday BINGO rooms, given that BINGO needs a room with seats? There's a swing in there.
            - **Decision Made:** Yes, we will swap these rooms. *(Update: Marcia and Zach looked at the new Fishpond room and will make a plan for setup around the swing.)*
        - Alex may not be at the Bazaar or may be there but unable to speak at the end.
            - **Decision Made:** Mr. Tobin can speak.

- **Silent Auction**
  - We now have an email address – **gcsilentauction@gmail.com** – and a digital form that enables people to pre-register for the auction. (They will also be able to register on the day, either via QR code on their own device, or helped by one of the volunteers on one of two iPads supplied by Becca and Lindsey and connected to the school's wifi via staff member login.) This registration process will mean that each auction participant has a unique three digit code that makes everything much easier to track.
    - **Action Item:** Lindsey to draft communication about the new format, including:
      - A warning that the email registration confirmation might go to junk/spam.
      - A clear payment deadline (we discussed somewhere between 3-7 days).
  - Jen believes that Emily Greenwell has confirmed that Drama would like to offer the same auction items that are offered for the Christmas Concert.
    - **Action Item:** Samantha to check and confirm.

- **Timing of the Bazaar**
  - This year the Bazaar goes from 11 to 1:30, in the hope that it will finish much closer to 1:30 (the confirmed end time) than it did when it finished at 1. We discussed the following plan for timing of the end activities:
    - **12:50:** We announce that there are 10 minutes left for all activities and that the Silent Auction closes at 1:10.
    - **1:00:** We announce that all Activity Stations are closed. Only the Silent Auction remains open, until 1:10.
    - **1:10:** The Silent Auction closes, and Mr. Tobin begins speaking.
      1. Thank Yous
      2. Time with Teachers
      3. Elf Auction
      4. Theme Baskets
      5. Silent Auction (winners to be shown on the screen as well)

- **Santa** is confirmed from 11 to 12:30 and Jen will ensure he has any supplies needed, like candy canes.

School Requests

- A teacher has been selected to go to a conference focused on Outdoor Learning and is wondering whether H&S might consider supporting. (She's applying for funding from several sources.)
  - **Decision Made:** Samantha will ask her to write a proposal and submit for consideration. *(Update: After more discussion, we have decided not to proceed at this time.)*

Any Other Questions/Concerns

- Welcome to new Home & School volunteer Zach Wells. 😊

Meeting adjourned at 7:26 pm.

Submitted by Marcia Franklin

Garden Creek Home & School Association