

The Allie Sunshine Project Board Meeting



Saturday, March 2, 2024

Minutes

Present: Katy Heath, Cody Hayes, Christine Paris, Alice Benoit, Jane Devine

Regrets: Dan Laporte, Nazaneen Lauriault (maternity leave), Jeremy Hayes

Intention: A helping hand can be a ray of sunshine in a cloudy world. (Katy)

Check-in Question: How are you on a scale from 1-10? Why did you join the Allie Sunshine Project? What is one goal you would like to see the organization achieve this year? (Katy)

Approve Minutes/Review Action Register:

December [board meeting](#) minutes approved by Christine and Katy .

[December Action Register](#) reviewed by Alice.

Question and Answer Period Regarding Action Register Review:

Jane - Cody what did you envision for a BBQ fundraiser? Will be discussed later in the meeting.

Operations Reports

Recruitment Team Update - presented by Katy.

We have recruited former board member Cody Hayes to the Board of Directors. He will be starting at the March Meeting.

Katy spoke with Sue Chartrand who is considering returning to the board. She is having knee surgery in April and would prefer to make a decision after the surgery. If she decides to return, she will join our June 2024 meeting.

Leadership Team Update - presented by Katy.

The leadership team met in December, January and February. During these meetings, we approved the Planting Wellness Event to go ahead again for this year, reviewed the budget requests for 2024, finalized the Event Planning Process, and worked on plans for the AGM.

Marketing Team Update - presented by Alice.

Ali Brucks is working on our requests for upcoming event promotions and signage. Naz is on Mat Leave until further notice. Ali will be with us until the end of April.

Garden Team Update - presented by Christine.

Plans are being drafted for the renovations of the shed interior. This will include: flooring, drywall and paint, interior lighting, storage and workspace, and an updated power supply for solar irrigation system. Siddhi Jatania is looking at joining us for the summer intern position in the healing garden.

South Merritt Garden is having a meeting on Saturday, March 30th at 3:30 pm at Bridgeview Library, Windsor. All are welcome to attend.

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Event Team Update - presented by Cody.

We have had our second meeting and are working on securing our site. We are looking at Tecumseh Arena and the park next to Lakeshore St Andrews. We are exploring reaching out to Lakeview Montessori to get their senior students to get their involvement to plan interactive activities for the children at our Planting Wellness Event.

We have recruited new team members for the Planting Wellness team: Brody Ryall, Sarah Siddal, and Jen Dunn.

Education Team Update - presented by Katy.

Planning events tentatively scheduled for June, July and August.

Finance Team Update - presented by Jane.

The Winter [2024 Banking Activity](#) can be found in the Teams shared drive in the Finance Team folder. The opening monthly balance on January 1, 2024 was \$22,389.22. The closing monthly balance on February 5, 2024 was \$19,805.79.

Meredith Popp quoted us \$1000 to complete the T2. Jane is feeling confident that she can put this together for the organization. Jane can do night meetings on Monday or Wednesday and we are looking to move the time to 9:00-10:00 pm of our leadership team meeting to accommodate her early mornings.

Question and Answer Period Regarding the Reports - led by Katy.

Christine - Is it mandatory for high school volunteers to sign up as a Ray of Sunshine? Not at this time, but share the link and let them know about the opportunity.

Breathe and Stretch Break - led by Cody.

New Business

Welcome Cody as our new board member and Jane as our treasurer. (Katy)

[Proposed Budget](#) Approvals - led by Katy.

Christine did not receive an invitation to complete a budget request form for the South Merritt garden. She is hoping to purchase garden rocks to paint vegetables on to label the garden beds. The garden budget was changed from \$2000 to \$2100 to allow for this purchase.

The former Harvest Appreciation Dinner may be reassigned to run as a future fundraiser.

Debrief of AGM - led by Katy

Try and give our Rays of Sunshine more notice of the upcoming meeting. Think about sending out a Save the Date at the beginning of January reminding our members of the upcoming date. We could offer some kind of a giveaway to entice our members to attend. Encourage new members to come out and meet the board at our AGM.

The AGM email did not go out until February 17, 2024. We need to give our members 21-35 days notice. Reusing the same *Save the Date* template may help us meet this target in the future.

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Our AGM for 2025 will happen on February 22, 2025 with the Dry Run being scheduled for Saturday, February 8, 2025.

Goals for the Allie Sunshine Project - led by Katy

- Better communication between the board members and with our Rays of Sunshine - Alice
- Better communication about South Merritt Garden and what is happening (ie: when it opened, events, volunteer opportunities) - Alice
- Allie Sunshine Project hooded sweatshirts - Katy
- Fundraising BBQ in our healing garden where people can come out and just have fun - Cody
- Take advantage of the opportunity to get young kids involved in the planning process with Planting Wellness; Get involved with the Montessori school involved with running crafts at Planting Wellness - Cody
- Have a band at Planting Wellness - Cody
- At the Planting Wellness event we are hoping to have a variety of children's crafts available and run by older Montessori student volunteers - Cody
- Would like the Allie Sunshine Project to have a table set up at our school wellness fair - Christine
- Establish a walking event titled, "Walking on Sunshine" for 2025; may include an outdoor scavenger hunt and pledge sheets to raise money - Katy

Other Business - led by Katy.

Cody is thinking about reaching out to Colton Dame to see if he would be interested in joining our Board of Directors. He is currently 14 years of age. The by-laws do not mention an age requirement.

Review Action Register - led by Alice.

[March Action Register](#).

Closing Meditation - led by Christine.

Next Monthly Meeting - June 1, 2024 @ 1:30-3:30 pm