



# Fundraising Information Session

2024-25

# What is an AFC?



- ❖ All members of the Olympian Swim Club are required to fulfill the Annual Financial Commitment which is an **specific dollar amount**, each season.
- ❖ This covers the other half of the coaches' salaries, pool fees and the dryland program that is **not** covered by the monthly fee.
- ❖ This amount is listed in the [fee schedule](#), and differs based on your swimmer's group placement.

# How can I complete the AFC throughout the season?



- ❖ The AFC can be completed using a combination of the following:
  - Bingo shifts (September - August)
  - Concession shifts at Edmonton Stadium (May - October)
  - Extra Fundraisers (October - June)
    - For example, Chocolate Almonds boxes, Salisbury Garden Centre Gift cards etc.
  - Casino (when available)
  - Pay the AFC directly to the club manager

# What is the timeline for the AFC during the season?



- ❖ 40% of the AFC is due by **January 31st** each season.
- ❖ The AFC must be completed in full by **August 31st** each season.
- ❖ Fines, making up the difference of the required AFC and what has already been earned, will be assessed to those members who do not complete their AFC by this date.
- ❖ This commitment is detailed in the [fee schedule](#). There is a 50% sibling discount on commitments.

# What are the AFC amounts?



## Bingo Department

- Afternoon shifts
  - 10:30 a.m. - 4:00 p.m.
  - \$100 AFC per shift
- Evening Shifts
  - 4:30 p.m. - 10:00 p.m.
  - \$100 AFC per shift
- Late Night Shifts:
  - 4:30 p.m. - 12:00 a.m.
  - \$150 AFC per shift
- **18 years old and up** may only work the bingos as per AGLC rules.

## Concession Department

- Afternoon shifts
  - 1:00 p.m. - 6:00 p.m.
  - \$100 AFC per shift
- Evening Shifts
  - 3:00 p.m. - 10:00 p.m.
  - \$100 AFC per shift
- Late Night Shifts:
  - 5:00 p.m. - 11:00 p.m.
  - \$100 AFC per shift
- **14 years old and up** can work as a dishwasher or food prep.
- **18 years old and up** may only work the cashier position as per AGLC rules.

# What are the locations of the bingo halls & concession?



## ➤ Parkway Bingo Hall

- Address: 8775 - 51 Ave NW
- Microwave available.
  - Please make sure to clean up if your food overfills
- Food concession available
  - ONLY CASH

## ➤ Castledowns Bingo Hall

- Address: 12222 - 137 Ave NW
- Microwave not available.
- Food concession available
  - Debit/Credit/Cash

## ➤ Caesar's Bingo Hall

- Address: #1450, 8882 - 170 St NW (WEM)
- Outdoor entrance is 90 Ave and east of 178 St.
- Microwave available.
- Food concession available
  - Debit/Cash

## ➤ Concession @ Commonwealth Stadium

- Address: 11000 Stadium Rd
- Microwave not available
- Food concession available
- Debit/Cash

# How do you sign up for a bingo/concession shift?



- 2 months worth of bingo/concession dates become available usually the first week of the month.
- The bingo lead will email all club members when you can preview the dates and when you can sign up for a specific bingo shift.
- Club members will be able to preview the bingo dates at least 1 week prior to the sign up date.
  - Keep in mind your child's school PD and season breaks. (Ex. Fall, Christmas, and Spring Break)
- Only club members will be able to sign up for bingo shifts on the date emailed to you in advance.
- Go to [Olympian Swim Club | Sign in](#) to preview and sign up for the bingo shifts.
- Make sure you sign in at least **10 minutes** in advance of the time that the bingo shifts will be open to sign up.
- When you have signed in, click on the "parents" tab that is on the top of the page and then click on the "events" tab.
- 30 sec. - 1 minute prior to the bingo shifts becoming available, I suggest you refresh your page.
- **TIP:** Weekends fill up fast, so I would suggest you sign up for those first!

# How many bingo/concession shifts can I sign up for?



- ❖ To help all club members have an opportunity to work a bingo/concession, the board has approved the following:
  - Each club member can sign up for **no more than 2 bingo shifts** per bingo date.
    - For example: On Friday, Sept. 20th as a club member I can sign up for two bingo shifts for the Castledowns Bingo Hall. On Sept. 21st, I can also sign up for two bingo shifts at the concession stand at the Elk's Football game. Finally, on Monday, Sept. 23rd, I can sign up for two bingo shifts for the Parkway Bingo Hall.
- ❖ Please note that if you sign up for more than 2 bingo shifts per **bingo date**, I will contact the club member under the account.
- ❖ This limitation is implemented to help club members accomplish their 40% AFC commitment by January 31st.
- ❖ Thank you for your cooperation and we look forward to working with you in the fundraising department.



# Can I cancel my bingo/concession shift?



- ❖ You can change the amount of people or cancel the bingo/concession shift without penalty prior to the **due date** giving to each shift.
- ❖ After the due date, you are responsible to find a person to cover your shift to avoid a fine. A relative or friend can work your shift to help keep our events run smoothly and avoid getting fined.
- ❖ The following is a list of OSC fines related to the bingo/concession/casino department:
  - 1st Missed shift = \$100 + no credit for shift
  - 2nd Missed shift = \$250 + no credit for shift
- ❖ Please email the bingo/concession lead if you are **unable** to find someone to cover your shift 72 hrs prior to the bingo shift.
- ❖ Members who fail to attend two (2) or more scheduled bingo shifts will no longer be entitled to work further shifts without prior written approval of the Board.

# Who leads at the bingo/concession halls?



- The OSC Bingo Lead appoints who will be the on-site bingo chairperson at the bingo halls.
- The on-site bingo chairperson must be a **direct club member** or the bingo coordinator who is contracted by the club.
- Cheryl is our bingo coordinator and is currently the on-site bingo chairperson for the Parkway and Caesar's location.
- At the Castledowns location, Antouanet is currently the on-site bingo chairperson.
- At the Concession, Steve Plamondon is currently the on-site concession lead.

# Can you pick a specific job to work for your bingo shift?



- The on-site bingo chairperson has the responsibility to assign people to specific jobs.
- Our goal as a club is for everyone to work as a team so we can get the job done well.
- The on-site bingo chairperson makes sure that everything is running smoothly so that the bingo hall will continue to want the club to work future bingo shifts.
- **Bingo office jobs:** Chairperson, Paymaster, Bonanza controller, Ball controller. (These jobs are assigned to people that have worked bingos for a while.)
- **Bingo floor jobs:** Ball seller, Bonanza seller, Casino seller, Even Better seller, Double action seller. (These jobs are assigned to people that are new/newer to working bingos.)
- It is critical that everyone learns to do different jobs in the bingo hall.
- People go on vacation or have to deal with illness.
- The club needs to make sure that we can work a bingo at all times.
- It is important that you come to work your bingo shift with an open mind, friendly attitude, and understand that the on-site chairperson is there to guide and support the group of people that will be working the bingo.
- Remember, the more we sell the more our club benefits.
- The faster you call back bingos the faster we can go home.

# What are the expectations when working a bingo/concession on behalf of the club?



- Our mission is to work as a team so that the bingo/concession runs smoothly and the hall/stadium is happy with our work.
- Please try to arrive 15 min prior to the bingo start time. This helps the on-site bingo chairperson communicate to you what your job will be and sign up for your break time.
- Everyone is asked to **not** use their cellphone while working on the floor.
  - If you need to answer an **emergency** phone call or a text message, please go to the breakroom.
  - It is important that you return to sell as fast as possible.
- Bingo halls asks everyone to **not sit** on the chairs/booths out on the main floor and not wear airpods as we need to give our full attention to the bingo caller and players.
  - If you need a quick break for your feet, please let the chairperson know and you can take a quick break and return to sell/call back as fast as possible.
- Meal break:
  - Parkway - 30 min break
  - Castledowns - 20 min break
  - Caesars - 20 min break
  - Concession - 20 min break
- ❖ AGLC regulation is that all workers in the hall need to have their breaks in the hall. This is to make sure that everyone respects the time given for a break.
- ❖ It is very important to note that the bingo halls advisor is watching that we all meet their expectations/regulations in order to continue to get access to work a bingo. They can request for specific people not to work a bingo shift at their hall due to how they worked their shift.

# What do you take to a bingo/concession shift?



## ➤ Suggested items to bring/wear to a bingo shift:

- **Running shoes**
  - You will be standing for the majority of your bingo shift.
- **Water bottle**
  - strongly suggest you put your name on it.
- **Cash**
  - Parkway has a debit machine to take out cash if you want to buy food at the concession.
- **Wear layers**
  - It can feel hot once you start walking around the hall to sell.

## ➤ Suggested items to bring/wear to a concession shift:

- **Running shoes**
  - You will be standing for the majority of your shift.
- **Water bottle**
  - strongly suggest you put your name on it.
- **Wear black pants**
- **Wear layers**
  - It can feel hot once you start walking around the hall to sell.

# What happens if I make more than my AFC for the season?



- ❖ Any extra dollar amount that you work can be used as a MAC (Member Account Credit).
- ❖ MAC can be used to pay for swim meets fees or swim training fee.
- ❖ You will see the extra dollar amount as a credit under your **Billing or Fundraising** page in your account.
- ❖ MAC for a \$100 shift = \$60 credit to your account (Sept. - May)
- ❖ MAC for a \$150 shift = \$90 credit to your account (Sept. - May)
- ❖ In **June**, the fundraiser director will inform if the MAC will become an equal amount to the AFC upon the board of directors approval.

# Can I use my extra dollar amount for the next year AFC requirement ahead of time?



- ❖ The board needs to first approve that club members can allocate their extra shifts to next year. The fundraising director will email all club members in May if this is an approved option.
- ❖ If approved, in the month of **June**, you can let on-site chairperson know that you would like to allocate your bingo/concession shift to the next year AFC requirement.
  - ❖ Note: You first need to make sure that you have completed your current AFC amount.
  - ❖ You can see your AFC amount under the FUNDRAISING page in your account.
  - ❖ Next year AFC credits will be tracked in a separate google sheet by the fundraiser director.
  - ❖ The grand total will be entered into your account by the second Sunday in September.

# What if I don't have the time to work a bingo/concession shift?



The following non-club members have been approved to work on behalf of our club members:

- ❖ Cheryl: [crijmiel@telusplanet.net](mailto:crijmiel@telusplanet.net)
- ❖ Julia: [vsaik@shaw.ca](mailto:vsaik@shaw.ca)
- ❖ Rose: [symes.rose@gmail.com](mailto:symes.rose@gmail.com)

You can email these amazing people to learn how they can work with you to help you cover your bingos.



# What are other fundraising options to complete my AFC commitment?



The following are some fundraising options that will be considered and emailed to you once it is set up and ready to launch.

- Chocolate almonds
- 50/50 raffle tickets at swim meets
- Silent Auction
- Salsbury Gift Cards
- Flip Give
- Purdy's Chocolate