

Park Meadows School Foundation Annual General Meeting Minutes – October 19, 2021

Held Via TEAMS -approximately 7:30 pm (immediately following the School Council Meeting)

Attendance – Teri Smith, Sharon Willms-Laing, Marylou Williams, Phi Jang, Caylee Rothe, Shane Mann, Sharon Rempel, Linda McKeith, Heather Farough, Amy Dudley, Ashley Crabb

- 1. Welcome** -meeting called to order 7:53pm
 - a. Additions/changes to agenda -Linda motioned to accept, Caylee seconded, carried.
 - b. Approval of minutes from September 21, 2021-Shane motioned to accept, Amy seconded, carried.
- 2. AGM Business**
 - a. Appointing Executive for the 2021-22 School Year
Marylou nominated Phi Jang as her replacement as Chair. Called for further nominations 3 times. No further nominations. Phi accepted, all in favor, appointed.
Phi Jang nominated as Vice Chair, Caylee Rothe. Called for further nominations 3 times. No further nominations. Caylee accepted, all in favor, appointed.
Caylee nominated Shane Mann to stay on as Treasurer. Called for further nominations 3 times. No further nominations. Shane accepted, all in favor, appointed.
Sharon Rempel nominated as Secretary, Linda McKeith. Called for further nominations 3 times. No further nominations Linda accepted. All in favor, appointed.
Members at Large- Heather Farough, Amy Duncan, Ashley Crabb, Sharon Rempel
- 3. Treasurer's Report – shifting balance from Parent Council to Foundation -Shane Mann**
 - a. Bank – Signing Authority-Need a letter from Teri as principal supporting getting bank accounts set up for general foundation funds and a gaming/charitable account
 - b. **Proposed Budget for 2021-22 School Year**
 - hope to reach the goal of earning \$10 000 from the upcoming Council dance a thon
 - School Council requesting \$10,000-\$12,000 for supporting school field trips for the 2022-2023 school year.

Proposed BUDGET as of October 19, 2021

Income:
\$5000 to be transferred from Park Meadows School Council
-Addition income to come after Dance athon Fundraiser.

Expect Expenses
\$1000 for incidental expenses, fees, etc
\$3000 for school events (teacher appreciation, year end event, etc)
\$1000 for insurance

-Motion made by Caylee to accept the above proposed budget, seconded by Linda.
All in favor, carried.

 - c. Insurance – waiting on official quotes to come in – A new form will be sent with new executive directors
 - d. Application for Charitable Organization Casino List-Need letter from Teri as principal stating letter of acknowledgment/support going forward with setting up for casino list
- 4. Bylaws**-Marylou to get a copy of bylaws to Teri or Lisa to post on Park Meadows School website

5. **Change of email**-motion made by Linda and second by Heather to change email from Parkmeadowsparentcouncil@gmail.com to pmsc.leth@gmail.com all in favor, carried.

-Form will need to be filled out and sent to Alberta Registry for notify them of this address change.

6. Next Meeting – November 16, 2021

7. Adjourned- 8:28pm