

Blackie Parents Advisory & Funding Association Meeting - AGM

November 7, 2023

1. Meeting is called to order at 9:06 am at Blackie School by Carmen Sewell.
2. Introduction of guests and board members (list of those in attendance at bottom)
3. Verification of quorum – all members in attendance
4. Report from President:
 - Had a good prior year.
 - Focus of this group will remain as raising money for the school and it's needs and planning activities, events, etc. for the students.
 - Group has done a great job of making staff aware of the group and what the role of the group is.
5. Secretary Report:
 - Minutes to continue to be sent out via email and published on school website.
 - Binder of prior years minutes as well as current years to remain in the copy room at the school.
6. Treasurer's Report:
 - Financial report of Audited Financial Statements:
 - o Audit performed; account balances agree to statement balances for the year ending August 31, 2023
 - o Copies of audit report given to Natalie, Carmen and in the minutes binder located in the school copy room
 - o No major concerns; minor discrepancies discussed and members have been made aware
7. Special Resolutions for replacing the existing by laws with purposed laws:
 - Voting clarification- any members can vote at general meetings, not just members of the board.
 - Term length of positions – currently at 4 years. Will leave as is currently but may need to change in the future.
 - By laws are available to change at any point in the year, but a special resolution will be needed in this case.
 - Tamara motions to keep current by laws as is; Yvonne seconds; Motion passed
8. Elections of Board Positions:
 - o President: Carmen Sewell is currently president, no other candidates came forward, Carmen will continue as president
 - o Vice President: Yvonne Sherman is currently vice president, no other candidates came forward, Yvonne will continue as vice president.
 - o Secretary: Tamara Fike is currently secretary, no other candidates came forward, Tamara will continue as secretary
 - o Treasurer: Natalie Britton is currently treasurer, no other candidates came forward, Natalie will continue as treasurer
 - o Casino Chair: Carmen Sewell is currently casino chair, no other candidates came forward, Carmen will continue as casino chair.

Appointment of Committee Chairs:

- Hot Lunch Coordinator: Amy Jamison is currently hot lunch coordinator, no other candidates came forward, Amy will continue as hot lunch coordinator.

9. AGM Action Items:

1. President/ Treasurer: Notify Corporate Registries, in writing, of all new and returning Directors/ Officers – Natalie to send in when she files Alberta Tax return
2. President: Submit Special Resolution by law changes to Corporate Registries (if needed) – No changes; Carmen to notify AGLC of no changes also
3. President: Notify AGLC in writing (form on AGLC website), of all new and returning Directors/ Officers – Carmen to send in when Natalie files reports
4. President: Notify AGLC, in writing, of approved bylaws once received from Corporate Registries (if needed) – No changes
5. Vice President: Arrange updating of website with new names and contact information (if needed) – No changes.
6. Vice President: Source and distribute information on resources, support, training available for the board (if needed) such as ASCA, AGLC, Alberta Board Development, etc. – Will remain as a group responsibility.
7. Secretary or Treasurer: Set appointment with bank to change signing authorities (if needed): No changes.
8. Secretary: Provide summary (or draft minutes) of meeting to all members and school community – Tamara will continue to send minutes via email to members and to Amy to post on the school website for the school community. Copies are also kept in a binder in the school copy room for anyone to access at any time.

10. AGM adjourned at 9:28 am

Members present:

Carmen Sewell

Natalie Britton

Yvonne Sherman

Tamara Fike

Ashley Sutor

Cherylanne

President: Carmen Sewell

Vice-President: Yvonne Sherman

Treasurer: Natalie Britton

Secretary: Tamara Fike