

**Alternative High School Parents Association  
Annual General Meeting Minutes  
Held Virtually / In Person on December 2, 2025**

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**Agenda**

**1. Call to Order: 6:24**

**2. Introductions of Members & Guests**

In attendance: Nik T, Shelley B, Beth J, Melissa C., Angela G, Nicole E

Online Members:Laurie W-T, Angelina W, Shannon C, Sara P,

Guest: Tracy Dalton (Principal)

**3. Approval of Agenda for December 2, 2025 Annual General Meeting**

Motion:Melissa C

Second: Nicole E

**4. Approval of November 19, 2024 AGM minutes**

Motion: Laurie WT

Second: Beth J

**5. Business Arising from Previous Minutes**

Board Insurance -cheque signed and in the mail tomorrow.

**6. Reports**

- Year End Report
  - Shelley prepared the 2024-2025 financial report. This is based on a 12-month financial account for the association's fiscal year from November 1 to October 31. This is a combination of all accounts including the Casino and general accounts.
    - Looking at the financials, the income received in the period was the following: Casino event \$82,956.03, private donations (skip the depot bottle fund donations) \$163.03 and bank interest / dividend deposit of \$10.40. When we paid the casino advisor fees for the event, we were re-imbursed \$2,280.17. Alti also re-imbursed the casino account \$1312.50 when the AGLC disallowed an expense from a school outing in the audit. For a total income of \$86,722.13.
    - The association paid the following during the period; to Alti \$39,847.02 for programming including supplies for the school, in school events and field trips. Annual board insurance of \$1161, and admin costs of \$30.50. For a total of \$43,436.72 The current assets as of October 31 are: Credit union

shares/dividends of \$68.53, casino account \$89,766.69 and general account \$1531.84. For a total of \$91,367.06

- We have no liabilities.
- Questions?
- Casino Report – the current balance of the account is \$89,766.69 with one outstanding cheque for insurance of \$1161.00. This will bring the balance to \$88,605.69
- General Report – the current balance of the account is \$1,531.84

## **7. New Business**

A. Alberta Return Financial review - the financials reviewed today need to be reviewed by two individuals that are not part of the board. We need to have the financial folder documents reviewed by the two volunteers Once they complete the review they and they sign off, we then complete the government form when it arrives and send the package in for filing.

For each person, we share the documents required for review. Within that financial folder there are the 12 bank statements, an excel spreadsheet that has all the details from the statements calculated for each account and the financials presented at the AGM. Each person needs to review that the numbers were transferred properly. It should take a couple hours. Can I get two volunteers?

Volunteer 1 Melissa C

Volunteers 2 Nicole E

B. The CRA tax return is complete and Shelley purchased ink to print out the package (\$33.33) and an express post envelope (\$28.02) to send to the CRA.

Motion to approve payment of \$61.35 to Shelley as reimbursement of the administration costs from the general account.

Motioned:Melissa C

Second :Nicole E

Motion approved

- c. General Meeting schedule for the remainder of the year: Feb 10 7:00, April 7 6:00, May 12 6:00

Motion to approve: Beth J

Second:Melissa C

## **8. Parents' Association Board of Director Vacancies and Elections**

We will start the election of the board for the year with the key roles required for the Association.

### President

Nominated: Melissa Carey Pollard

Nominated by: Shelley Barter

Second: Angela Gough

Objections: no

Result: Melissa Carey Pollard appointed Association President for 2025 - 2026

### Treasurer

Nominated: Nicole Edwards

Nominated by: Melissa Carey Pollard

Second: Shelley Barter

Objections: no

Result: Nicole Edwards appointed Association Treasurer for 2025 - 2026

### Secretary

Nominated: Angela Gough

Nominated by: Melissa Carey Pollard

Second: Shannon Carey

Objections: no

Result: Angela Gough appointed Association Secretary for 2025 - 2026

### Vice-President

Nominated: Angelina Wong

Nominated by: Shelley Barter

Second: Melissa Carey Pollard

Objections: no

Result: Angelina Wong appointed Association Vice-President for 2025 - 2026

Directors:

Casino Chair

Nominated: Shannon Carey

Nominated by: Melissa Carey Pollaard

Second: Laure Wilson-Temple

Objections: no

Result: Shannon Carey appointed Casino Chair 2025-2026

Communications

Nominated: Shelley Barter

Nominated by: Bethany Johnson

Second: Angela Gough

Objections: no

Result: Shelley Barter nominated Director of Communications 2025-2026

**9. Adjournment: 7:05**

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Next meetings: Feb 10, 2026 7:00 pm, April 7 6:00 pm, May 12 6:00 pm