

Alternative High School Parents Association Annual General Meeting Minutes Held Virtually / In Person November 19, 2024

In attendance: Shelley B, Bethany J, Gwen F, Laurie W-T, Nic T, Sara P, Gary D

Online Members: Candace B, Diane S

Guest: Tracy Dalton (Principal)

Associate members: Tracy Dalton

Agenda

Call to Order: 7:40 pm

1. Introductions of Members & Guests

2. Approval of Agenda for November 7, 2023 Annual General Meeting

Motion: Beth J Second: Gary D

3. Approval of November 24, 2022 AGM Minutes

Motion: Gwen F Second: Laurie W-T

4. Business Arising from Previous Minutes

- Board Insurance - The cheque is processed by Marsh Insurance. This payment was approved in our September meeting.

5. Reports

- Year End Report - I've prepared the 2023-2024 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:
 - Private donations (skipthedepot bottle fund donations) \$79.87 and bank interest / dividend deposit of \$9.63. For a total income of \$89.50.
 - The association paid the following during the period; to Alti \$30,551.54 for programming including supplies for the school, in school events and field trips. Annual board insurance of \$1222, and mail costs of \$35.74. For a total of \$31,809.28The current assets as of October 31 are: Credit union shares/dividends of \$65.26, casino account \$46,499.05 and general account \$1517.34. For a total of \$48,081.65

- We have no liabilities.
- Questions?
- Casino Report. -The balance is \$45,338.05 with an outstanding payment to Alti for \$7996.70 (field trips/external training) and \$4174.84 for food and gym semester 1 programs to-date approved in the September meeting. Of the \$15,000 approved, there is \$2,835 remaining on approved expenditures. With the outstanding 2 cheques to Alti, the balance will be \$33,166.51.
- Financial Report - The balance is \$1,517.34 with no outstanding payments.

6. 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 - Sara P

Volunteers 2 - Tracy will reach out to parents to find another volunteer

- b. The CRA tax return is complete and Shelley purchased the express post envelope to send to the CRA.

Motion to approve payment of \$30.50 to Shelley as reimbursement of the Canada Post expense.

Motioned: Gary D

Second: Laurie W-T

Motion Passed

- c. General Meeting schedule for the remainder of the year
Feb 11 (7pm), Apr 8 (6pm), May 13 at (6pm)

Motion to approve: Sara P

Second: Gary D

No objections

Motion Passed

7. 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: Nicholas Thierry

Nominated by: Sara Poldas

Second: Shelley Barter

Objections: None

Result: Nic appointed Association President for 2024 - 2025

Treasurer –

Nominated: Beth Johnson

Nominated by: Shelley Barter

Second: Laurie Wilson-Temple

Objections: None

Result: Beth appointed Association Treasurer for 2024 - 2025

Secretary –

Nominated: Candace Bootsma

Nominated by: Beth Johnson

Second: Sara Poldas

Objections: None

Result: Candace appointed Association Secretary for 2024 - 2025

Vice-President -

Nominated: Shelley Barter

Nominated by: Gwen Fernandes

Second: Nic Thierry

Objections: None

Result: Shelley appointed Association Vice President for 2024 - 2025

Directors:

Casino Chair -

Nominated: Laurie Wilson-Temple

Nominated by: Shelley Barter

Second: Gary D

Objections: None

Result: Laurie appointed Casino Chair for 2024 - 2025

8. Adjournment: 8:22pm

Next meetings: Feb 11 (7pm), Apr 8 (6pm), May 13 at (6pm).