

ÉCOLE BEAU MEADOW SCHOOL

Home & School Association Meeting Minutes
September 20, 2023

Attendees: Amy Laughlin, Jodi Netelenbos, Krista Atzesberger, Niki Chwyl, Vanessa George, Emily Sampson, Charlotte Bliss, Katherine Franko, Jessica Smith, Shelly McCubbing, Heather Lewis, Jolene Vandermeulen.

1. **Call to order: 7:00pm**
2. **Adoption of Agenda**
3. **Adoption of the Previous minutes: May 24/23**
Motion to accept adoption of previous minutes: tabled
4. **AGM Business**
 - 4.1 Motion of Dissolution of current Executives
Motion made to accept the dissolution of current executives: Niki Chwyl and seconded by Emily Sampson
 - 4.2 Election of New Executive Members: Chair/Co Chair, Vice-Chair Treasurer, Secretary, Auditors x2 and Directors x3
Casino (next one scheduled for us is in the Fall of 2024):
Chair/Co-Chairs (prepare meeting agendas, chair meetings, sign cheques, file annual paperwork (with Treasurer), keep records.
Elected Chair/CoChairs: Amy Laughlin and Jodi Netelenbos

Secretary (take meeting minutes, complete and submit after each next meeting)
Elected Secretary: Krista Atzesberger

Treasurer (prepare annual financial statements, sign cheques)
Elected Treasurer: Jessica Smith

Directors (make sure that meetings are held at least every three months)
Elected Directors: Niki Chwyl, Vanessa George

Auditors (check over annual financial statements and match to bank records (about 10 minutes)
Elected Auditors: Tabled until May 2024
 - 4.3 **Dissolution of current Executives and** Remove 2022-2023 executive members signing authority.
Motion made to accept removal of current executive members signing authority: Niki Chwyl and seconded by Emily Sampson

New executive members signing authority for 2023-2024: Amy Laughlin, Jodi Netelenbos, Jessica Smith
Motion made to accept new executive signing authority by Emily Sampson and seconded by Niki Chwyl
 - 4.4 **Financial:** Motion to open a new bank account at ATB for Parent Fundraising Advisory to take over all financials from the School council.
Motion made to open new bank account at ATB for PFA by Krista Atzesberger and seconded by Niki Chwyl

5. **Correspondence NA**

6. **Fundraising:**

- 6.1 BC apples: Davids Apples, Cut off Oct 11 and delivery date Oct 25th and Oct 26 (parent teacher interviews)
- 6.2 Growing Smiles: kickoff Nov 1/23, Delivery date: TBA(Nov 27-Dec 1)
- 6.3 Halloween Dance - October 27 Finalize at Next meeting
- 6.4 Craft Market Nov 4/23
- 6.5 Family Movie Night Nov 24/23

** Please brainstorm additional activities to bring forth at the next meeting.

7. **Hot Lunch**

- 7.1 Start date October

8. **New Business**

- 8.1 Change the name of Home and School Association to "Parent Fundraising Advisory" (PFA)
Motioned made to change name by Emily Sampson and seconded by Niki Chwyl
- 8.2 New fundraising ideas: brainstorm for next meeting.
- 8.3 Halloween Dance Volunteer email the volunteer list

10. **Next Meeting - October 12 6:00pm**

11. **Adjournment - 7:39pm**