

## Annual General Meeting – September 30, 2015

### Minutes

1. Call to order
  - a. Kerrie called the meeting to order at 7:02 p.m.
  - b. In attendance: Kerrie Senyk, David Beresford, Kathryn McFadden, Renee Rideout, Carmen Gordon, Mel Victor, Rehana Mattu, Karen Narfason, Marlene Wright, June Hofer, Joe Smith
2. Approve agenda
  - a. Kathryn moved to approve agenda, Karen seconded.
3. Minutes of last meeting
  - a. North PAC June 2015 – no minutes available
  - b. South PAC June 2015 – no minutes available
4. Elect officers for the North PAC
  - a. Chair
    - i. Karen Narfason – in by acclimation
  - b. Vice-Chair
    - i. David Beresford resigns as Vice Chair, effective immediately
    - ii. Marlene Wright – in by acclimation
  - c. Treasurer
    - i. Kerrie Senyk resigns as Treasurer, effective immediately
    - ii. No volunteers. Action: Rehana will contact additional parents to identify a candidate. Kerrie will continue to perform the work of this role until Rehana finds a replacement.
  - d. Secretary
    - i. Mel Victor – in by acclimation

- e. Fundraising Coordinator
  - i. Kathryn McFadden resigns as Fundraising Coordinator, effective immediately
  - ii. This position is no longer required.
- 5. Elect officers for the South PAC
  - a. Chair
    - i. Kathryn McFadden – in by acclimation
  - b. Vice-Chair
    - i. David Beresford – in by acclimation
  - c. Treasurer
    - i. Kerrie Senyk – in by acclimation
  - d. Secretary
    - i. Teresa Asuncion – in by acclimation
- 6. New/returning directors sign by-laws for each PAC
  - a. By-laws were circulated and signed by the new directors.
- 7. North PAC financial report
  - a. Audit and sign 2013-2014 balance sheet (income statement and SCFP already audited and signed, however, a balance sheet is also required, according to Bennett Jones)
    - i. David and Kathryn audited and signed the balance sheet.
  - b. Audit and sign 2014-2015 financial statements
    - i. David and Kathryn audited and signed the financial statements. Kerrie will file these with Bennett Jones to meet annual corporate reporting requirements.
    - ii. Kerrie reported the current financial position for the North PAC. There is approximately \$1100 in the general account and just over \$6000 in the gaming accounts.
    - iii. Kathryn advised that there is a further \$400 (approximately) available to be claimed from Fundscrip. Kathryn will request the release of these funds.
- 8. Fundraising
  - a. Volunteers for Casino

- b. Volunteers for Bingos after October 4 (next one is November 28)
    - i. June indicated she can volunteer for the November 28 bingo.
  - c. Mel mentioned Steeped Tea as a possible fundraiser. We will continue with Fundscrip this year as well.
9. Schedule next PAC meetings and confirm working relationship for the two PACs
- a. All agreed to continue meeting together but keep our books separately.
  - b. The next meeting will be October 21, 7:00 p.m. at the school. The meeting will be an open invite to all parents and will be communicated via weekly newsletters and phone calls.
10. Adjourn
- a. Marlene moved to adjourn the meeting, Mel seconded. The meeting adjourned at 8:01 p.m.