

**Fort Assiniboine School Parent's Society
Board Meeting Agenda**

Fort Assiniboine School 2:00 pm
Tuesday, October 10, 2017

Attendance

- 1. Call to Order**
- 2. Additions or Deletions to Agenda**
- 3. Approval of Agenda**
- 4. Approval of Minutes- June 7, 2017**
- 5. Reports:**
 - 5.1. Treasurer Report- Jenni
- 6. Old Business:**
 - 6.1. Director and Officer Insurance- TABLED still waiting quotes
 - 6.2. Membership Procedure
 - 6.3. Funding Procedure
 - 6.4. 2017-2018 Budget
 - 6.5. Funding request for Water Fountain/filling Station – Letter of approval to Student's Union.
 - 6.6. Bylaw Review
- 7. New Business:**
 - 7.1. Take Carol Kluin and Brittany Kuelken off the bank accounts (Beth Ann too?)
 - 7.2. Teresa Dekker resigning from secretary
 - 7.3. Upcoming casino Oct/Nov/Dec 2018
 - 7.4.
- 8. Correspondence**
 - 8.1. Donation received from Voyagers Brigade \$1300
- 9. Next Meeting(s)**
- 10. Adjourn**

Fort Assiniboine School Parent's Society
Minutes – Tuesday, October 10, 2017

Attendance: Kristin Machuk, Jenni Williams, Teresa Dekker

- Call to Order: 2:28pm
- Approval of Agenda: Jenni Williams moves to accept the agenda as presented. Teresa Dekker seconds it.
- Approval of Minutes from June 7, 2017 meeting: Teresa Dekker moves to accept the minutes as presented. Kristin Machuk seconded it.
- Reports:
 - Treasurer report: Jenni Williams- see attached.
- Old Business
- 6.1. Director and Officer Insurance - tabled as we are still awaiting quotes.
- 6.2. Membership Procedure - Kristin bought along a form to be approved, that parents would fill out to become members of the Parent Society. Also , attached to it is an information sheet explaining the difference between Parent Society and Parent Council. These forms will be sent home with the students to filled out and returned to the school.
- 6.3. Funding Procedure - Kristin is making a funding request form specific to Fort Assiniboine School. It is to be worded as "requests outside any normal school budget" to be clear on what type of requests that forms are needed for.
- 6.4. 2017 - 2018 Budget - Jenni Williams is going to talk to Maureen Fleming about projected expenses for the school year.
- 6.5. Funding request for Water Fountain / Filling Station - Letter of approval to Student Union - It was brought to Teresa's attention that she should have wrote a letter of response to the letter that we had recieved requestiong funding for the water fountain. She will get that wrote and sent off.
- 6.6. By-law review - Kristin wil type up a draft of new by-laws to be presented at the next Parent Society meeting. We can then review and discuss changes from that point on.
- New Business
- 7.1 Take Carol Kluin and Brittany Kuelken off the bank accounts - Kristin Machuk made a motion to remove Carol Kluin and Brittany Kuelken off of Casino account # 07369-219-001158082-24 and general account # 07369-219-001157965-24. Teresa Dekker seconded that motion. All in favor. Carried.
- 7.2 Teresa Dekker resigning from secretary - Teresa Dekker has made it know that she would like to resign from the position of Secretary. She has been asked to write a

resignation letter . Also Beth- Anne would like to step down from the Vice President position, so she also needs to write and send in a resignation letter.

- 7.3. Upcoming Casino - The dates for the next casino fundraiser has been announced and it will be Oct/Nov/Dec of 2018. The specific date within that quarter will be recieved in May of 2018.
- Correspondence

8.1. Donation from Voyager Brigade - The committee that organized the voyager brigade festival this past summer has made a donation in the amount of \$1300, back to the school. There were some leftover funds so therefore was split and given back to whomever had originally made donations. The cheque had not yet been recieved as of this date.

- Next Meeting - set for December 6, 2017 @ 10:00am
- Meeting Adjourned - 4:06 pm

Fort Assiniboine Parent's Society
Financial Report- General Account
JUNE 23 – SEPTEMBER 23 2017

Opening Balance: **\$47,260.99**

Debits:

Kelly Forbes – HWC 2016	\$150.00
Terha Forbes – HWC 2016	\$108.00
Jennifer Wood- HWC 2016	\$100.00
Kristin Machuk – HWC 2016	\$50.00
Kristin Machuk - HWC supplies	\$124.92
Withdrawal – Transfer to Casino Acc.	\$4,000.00
Jamie Baker – HWC 2016	\$100.00
Beth Ann Breikretiz – HWC Supplies	\$196.62
Jenni Williams – HWC 2017	\$100.00
Nicole Dunham – HWC 2017	\$50.00
Kelly Jennings – casino meals	\$25.18

TOTAL: \$5,004.72

Credits:

June Interest	\$1.37
Highway Clean-up	\$3,400.00
July Interest	\$1.62
August Interest	\$1.52

TOTAL: \$3,404.51

Closing Balance: **\$45,660.78**

Fort Assiniboine School Parent's Society

Financial Report – Casino Account

JUNE 23 – SEPTEMBER 23 2017

Opening Balance **\$27,505.41**

Debits:

FA School – Presentations	\$5992.96
FA School – Cool Camp	\$923.51
FA School – Computer Programs	\$30.00
FA School – Classroom Supplies	\$88.20
FA School – School Supplies	\$217.27
FA School – Programming	\$262.00
FA School – Classroom Supplies	\$394.97
FA School – First Aid Supplies	\$399.31
FA School – Outdoor Education	\$1400.00
FA School – Sports Equipment	\$1745.75
FA School – Technology	\$7971.60
FA School – Music Program	\$100.00
FA School – Bussing	\$4425.08
Noreen Alkestrup – Casino mileage	\$500.00
Kristin Machuk – Casino Mileage	\$500.00
Clearwater Suites Hotel - rooms	\$1624.10
Teresa Dekker – casino mileage	\$500.00
Nancy Lacrouse - casino advisor	\$1656.90
Bank Fee	\$3.80

Clearwater Café' – food \$483.52

TOTAL: \$29,218.97

Credits:

June Interest: \$0.72

Cash Deposit from general acc. \$4000.00

Direct Deposit \$2,140.42

July Interest \$0.18

August Interest \$0.00

TOTAL: \$6,141.32

Closing Balance: \$4,427.76