

Fort Assiniboine School Parent Society

Annual General Meeting

February 16, 2023 @ 6:30 p.m. @ FAS Library

Attendance

Call to Order

Additions or Deletion to Agenda

Approval of Agenda

Approval of Feb 23 and March 2, 2022 AGM minutes

Approval of January 12, 2023 Regular Meeting Minutes

Appointment of the Auditor(s)

Reports

- Treasurer Report

By-Law Changes

Elections

- President
- Vice President
- Treasurer
- Secretary

Amend Bank Signing Authority

Old Business

- Online banking
- Hot lunches / pie day
- Teacher appreciation basket handouts
- Theatre Performance Evening

New Business

- Funding requests
- Cheque Signing
- Casino
 - New Casino Dates
 - Casino Coordinator
- Highway Cleanup
- Spring fundraisers

Next Meeting

Adjourned

Annual General Meeting Minutes

Wednesday February 16, 2023, at 6:30pm

Attendance:

Teresa Dekker, Megan Petryshen, Meghan Koster, Jenny Kuelken Lorna Hiemstra, Danielle Calahasen, Michyla Kerr, Brittany Schuurman

Call to Order:

Teresa Dekker calls the meeting to order at 6:38 pm; Secretary Megan Petryshen recorded the minutes.

Quorum:

Quorum of members was present.

Approval of Agenda:

- Jenny Kuelken moves to accept the agenda as presented. Megan Petryshen seconded it. All in favor. Motion carried

Approval of Minutes:

- Jenny Kuelken moves to accept the AGM minutes from February 23, 2022, and March 22, 2022, as presented. Teresa Dekker seconded. All in favour. Motion carried.
- Jenny Kuelken moves to accept the minutes from January 12, 2023, as presented. Meghan Koster seconded. All in favour. Motion carried.

Treasurer Report: We have not received the audited financial reports back from the auditor yet. Teresa Dekker will contact the auditor and see when they will be done. We will have a quick executive meeting once they are completed for them to be approved.

- General Account Balance January 23, 2023: \$62053.74
- Casino Account Balance January 23, 2023: \$20463.20
- Jenny Kuelken will ask the bank about why the interest we are gaining is so small.

Appointment of the Auditor(s):

- Jenny Kuelken makes a motion to appoint Greilach Lussier LLP to audit the Fort Assiniboine Parents Society books for the 2023 Fiscal Year. Megan Petryshen seconded it. All in favour. Motion carried.

By-Law Changes: no changes

Elections:

- **President:** Teresa Dekker makes a motion to nominate Megan Petryshen for the President position. Megan Petryshen does not accept. Megan Petryshen makes a motion to nominate Meghan Koster for the President position. Meghan Koster accepts. Jenny Kuelken Seconded. All in favour. Motion carried
- **Vice President:** Teresa Dekker makes a motion to nominate Brittany Schuurman for the Vice President position. Brittany Schuurman does not accept. Megan Petryshen makes a motion to nominate Michyla Kerr for the Vice President position. Michyla Kerr accepts. Jenny Kuelken Seconded. All in favour. Motion carried
- **Treasurer:** Jenny Kuelken volunteers to continue as Treasurer. Megan Petryshen seconded. All in favour. Motion Carried.
- **Secretary:** Megan Petryshen volunteers to continue as Secretary. Jenny Kuelken seconded. All in favour. Motion carried.

Motion to Amend Bank Signing Authority:

- Megan Petryshen makes a motion to remove Teresa Dekker from Casino Account #07369-219-00115-----24 and General Account #07369-219-00115-----24. Meghan Koster seconded it. All in favour. Motion carried.
- Teresa Dekker makes a motion that signing authority on the ATB Financial Casino Account #07369-219-00115-----24 and General Account #07369-219-00115-----24 be any two of the four-executive listed: Meghan Koster (President) Michyla Kerr (Vice President) Jenny Kuelken (Treasurer) Megan Petryshen (Secretary.) Megan Petryshen Seconded it. All in favour. Carried.
- Teresa Dekker makes a motion that the contact person on the accounts be Jenny Kuelken (treasurer). Megan Petryshen seconded. All in favor. Motion carried.

Old Business:

Online Banking:

- Jenny Kuelken will call Jessica at ATB once signing authority is changed to the new executive and get online banking set up.
- Teresa Dekker makes a motion to have the Vice President Michyla Kerr and Treasurer Jenny Kuelken be the two online administrators on Casino Account #07369-219-00115-----24 and General Account #07369-219-00115-----24, to manage the online banking. Megan Petryshen seconded. All in favour. Motion carried.

Hot Lunches & Pie Day:

Fort Assiniboine School Parent's Society

- Our first hot lunch was a hit, we had over 70 orders. The only change for next time would be that someone from each classroom bring back all the dirty dishes.
- Our next hot lunch is going to be on March 14, and it will be Taco In A Bag.
- Parent Society was asked if we would like to take over Pie Day as well. We are going to serve pie after last snack on March 14. Brittany Schuurman told us about a Coop online order form to ask for food donations, Jenny Kuelker is going to fill out the form and we will see if we can get the pies donated.

Teacher Appreciation Baskets:

- The Fort Assiniboine Moms & Tots is going to be doing the teacher appreciation baskets again this year. We will let them know it has to be ready for June.
- Megan Petryshen makes a motion to pay Fort Assiniboine Moms & Tots Preschool \$500.00 on cheque 000036 out of the general account to make the teacher appreciation baskets for the 2022-2023 school year. Jenny Kuelken seconded. All in favour. Motion carried.

Theater Performance Evening:

- We have sold 121 tickets so far. Teresa must put the order in by tomorrow. We will order enough for 150 people to make sure we have enough. Brittany Schuurman will pick up the meat for us. Megan Petryshen will ask the volunteers who donated items for the bake sale at the Christmas concert if they could donate some baking again. Jenny Kuelken will purchase drink, plates, forks, napkins, coleslaw, dressing, and tablecloths.
- Meghan Koster has volunteered her parents to run the 50/50 table. We can all help with set up and take down of tables and chairs.
- We decided on 3 door prizes. Three \$20.00 gift cards for Strawson's General Store. Megan Petryshen will get those.
- Megan Petryshen makes a motion to pay Strawson's General Store \$60.00 on cheque 000044 out of the general account for the three \$20.00 door prizes. Jenny Kuelken seconded. All in favour. Motion carried.

New Business:

Funding Requests:

- The school received a grant of \$8300.00 to help cover the costs of the theater in residence but there is about \$3000.00 left to pay. Lorna Hiemstra would like to ask for the Parent's Society to cover \$2000.00 at the end of the year invoices.

Casino:

- Our next casino dates are July 14 & 15, 2023. We will need 40 volunteers to work the casino these two days. We had two people already volunteer that's great. We will work on getting the information out about the casino and get some more volunteers.
- The new casino coordinator will be Jenny Kuelken, Teresa Dekker will help with any questions we might have going forward. We will send a list of the new executive to AGLC and update the email as well.

Highway Clean Up:

- Highway Clean Up will be Saturday May 6, 2023, with the alternate day being Saturday May 13, 2023. Megan Petryshen will apply for the kilometers from the county in March and will send information home with the students the first week of April.

Spring Fundraisers:

- Brittany Schuurman let us know that the COOP Gift Card Fundraiser will be going live with in the next week or so. This is a great idea for a local fundraiser, and we will be doing it the first two weeks of April.
- Jenny Kuelken brought up the Value Village fundraiser as well. You accept donations items and bring them to Value Village, and they pay you per pound for your items. This one takes a bit more planning and sorting. Lorna Hiemstra would like to present this fundraiser to the student's union and maybe coordinate with highway clean up day for drop off. We will continue to discuss this one.

Cheque Signing:

- Meghan Koster makes a motion to pay Megan Petryshen \$100.00 on cheque 000037 out of the general account for Highway Clean Up Vouchers 30, 35. Jenny Kuelken seconded. All in favour. Motion carried.
- Meghan Koster makes a motion to pay Jenna Hillmer \$125.00 on cheque 000038 out of the general account for Highway Clean Up Vouchers 47, 48, 49. Jenny Kuelken seconded. All in favour. Motion carried.
- Meghan Koster makes a motion to pay Danielle Calahasen \$50.00 on cheque 000039 out of the general account for Highway Clean Up Voucher 4. Jenny Kuelken seconded. All in favour. Motion carried.
- Meghan Koster makes a motion to pay Michyla Kerr \$100.00 on cheque 000040 out of the general account for Highway Clean Up Vouchers 20, 21. Jenny Kuelken seconded. All in favour. Motion carried.
- Meghan Koster makes a motion to pay Brittany Jacobsen \$125.00 on cheque 000041 out of the general account for Highway Clean Up Vouchers 44, 45, 46. Jenny Kuelken seconded. All in favour. Motion carried.
- Meghan Koster makes a motion to pay Jenny Kuelken \$29.43 on cheque 000043 out of the general account to cover items purchased for concession and hot lunch. Megan Petryshen seconded. All in favour. Motion carried.
- Meghan Koster makes a motion to pay Laura Desjarlais \$75.00 on cheque 000045 out of the general account for Highway Clean Up Vouchers 10, 11. Jenny Kuelken seconded. All in favour. Motion carried.

Next Meeting:

April 20, 2023, at 10:00 am Fort Assiniboine Library.

Adjourn: 9:09 pm

Approved on:

Secretary Signature