**Walter and Gladys Hill Friends of Ravens Society**

**ANNUAL GENERAL MEETING**

**October 4, 2022 Meeting Minutes**

**Attendees:** Freya Fourny, Sepi Samimi, Christina Oxamitny, Elena Gould, Heather Pinsent, Marie McKay, Shruti Sharma, Swapnil Sharma, Kriscinda Maki, Mindy Francis, Ami Shah, Havsh Shah, Chauntelle McCallum,

1. Meeting called to order at 6:40 by Freya.
2. Introduction of 2021/2022 executive members.
3. Verification that quorum has been met. Discussed membership requirements and gave forms to new members.
4. Review agenda
5. Approve meeting minutes from October 27, 2021 AGM.

Motioned: Freya Fourny

Seconded: Sepi Samimi

1. Financial Report
2. Annual report from 2021-2022 fiscal year reviewed by Marie McKay. As of August 31, 2022 there was a total of $40,991.77 of assets in all 3 account combined. Report was audited and approved by Christina Oxamitny and Shruti Sharma and is ready to be submitted to the Government of Alberta.

Motion to approve audited financials: Freya Fourny

Seconded: Sepi Semimi

1. Current account balances as of Oct 3, 2022, provided by Marie McKay

 Primary account $277.97

 Hot Lunch account $14,731.92

 AGLC account $35,620.39

5. Standing Business

1. Society Structure – Freya explained roles of the Society and what the meetings are for.
2. Current Fundraisers – Holiday Growing Smiles fundraiser should be starting up now. Our primary account is low on funds so these types of fundraisers are important to put fundraising dollars into this account.

Approval to go ahead with Growing Smiles fundraiser.

Vote: All in favour.

Freya will work with incoming President to get this started.

1. Hot Lunch update – The program is running really well. Orders have increased and volunteers are needed. Sign up is through hot lunch website. Criminal record check is needed to volunteer. Swapnil suggested that the next hot lunch email should include a highlighted request for volunteers.

6. New Business

1. Fundraising Opportunities – looking for new ideas
2. Requests for spending
3. Ms. Long – guitar picks (60) and pick cutter $37.55

Approved, using AGLC funds

Motion: Marie McKay

Second: Shruti Sharma

1. Ms. Rutherford/Ms. Reid – Haunted House supplies $198.96

Denied due to lack of funds in the primary account, as this cannot come from the AGLC account. Mindy and Chauntelle will arrange to have a WAGFORS donation bucket set up at the door of the haunted house. Their request can be resubmitted later, after funds have been raised.

1. Ms. Legaspi – Reading A-Z online account 12 month subscription for grade 2 $128.00

Approved, using AGLC funds

Motion by: Mindy Francis

 Second by: Marie McKay

iv. Grade 6 field trip to Gregoire Lake (Inside Education) – bussing for 3 classes $943.70

Approved, using AGLC funds

Motion by Marie Mckay

 Seconded by Christina Oxamitny

7. Election

**a. Outgoing Board** (state full names and positions)

|  |  |
| --- | --- |
| **Position** | **Name** |
| President | Freya Fourny |
| Vice President | Sepi Samimi |
| Secretary | Elena Gould  |
| Treasurer | Marie McKay (Interim) |
| Director | Heather Pinsent |
| Director | Vacant |
| Director | Vacant |

Motion to dissolve current board: Freya Fourny

Seconded by: Elena Gould

**b. Election of new Board** (state full names and positions) Election run by Thomas Andrews, Principal

|  |  |
| --- | --- |
| **Position** | **Name** |
| President | Mindy Janine Francis |
| Vice President | Chauntelle Alexandra McCallum |
| Secretary | Christina Oxamitny |
| Treasurer | Marie Lynnette McKay |
| Director | Heather Pinsent |
| Director | Kriscinda Maki |
| Director | Elena Gould |

All position filled by acclamation. All positions accepted by members present.

**c. Signing Authority on All accounts (Primary, AGLC and Hot Lunch)**

As per Walter and Gladys Hill Friends of Ravens Society bylaws, cheques are required to be signed by any two elected Officers of the Society that have been given signing authority.

|  |  |  |
| --- | --- | --- |
| **Position** | **Name** | **Signing Authority** |
| President | Mindy Francis | Signer |
| Vice President | Chauntelle McCallum | Signer |
| Secretary | Christina Oxamitny | Signer |
| Treasurer | Marie McKay | Signer |
| Director | Heather Pinsent | Signer |
| Director | Kriscinda Maki | Non signer |
| Director | Elena Gould | Non signer |

Motion to accept Signing Authority as stated in the above table: Marie McKay

Seconded by: Elena Gould

All persons currently listed with signing authority that are not on the above table will be removed.

Motioned by: Mindy Francis

Seconded by: Elena Gould

**Online Banking Access on All accounts (Primary, AGLC and Hot Lunch)**

Information about online access requirements and risks provided by Marie McKay.

- One person will have full access to the funds. (Unlike cheques, which requires two people to sign.)

Servus Credit Union states that:

* There must be one Administrator on the accounts.
* Anyone with Administrator or Full Access must be a signer.
* Signers may have Full Access, View-Only Access (or no access)
* Non-signer members may have View-Only Access (or no access)

|  |  |  |
| --- | --- | --- |
| **Position** | **Name** | **Online Access permissions** |
| President | Mindy Francis | Full Access |
| Vice President | Chauntelle McCallum | No Access |
| Secretary | Christina Oxamitny | No Access |
| Treasurer | Marie McKay | Administrator |
| Director | Heather Pinsent | View only Access |
| Director | Kriscinda Maki | No Access |
| Director | Elena Gould | No Access |

Motion to accept Online Access as stated in the above table: Christina Oxamitny

Seconded by: Elena Gould

All persons currently listed with online access that are not on the above table will be removed.

Motioned by: Mindy Francis

Seconded by: Chauntelle McCallum

8. Next meeting of the WAGFORS will be determined at a later time by the new board.

9. Meeting adjourned by Freya Fourny at 7:48 pm.

Meeting Minutes completed by: Marie McKay

A minimum of two of the existing signers signatures need to be on the minutes, with their names printed, as per Diane Lysak of Servus Credit Union.

Name (print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_