

Elbow Park Parent Society

Board Meeting | Nov 20, 2024 | 8 - 9 PM (following Council meeting)

Board members attending:

Chair: Michael Martin

Co-Director of Communications: Melissa Sawatzky

Co-Director of Residencies: Risa Desai

Treasurer: Navaz Cassam

Co-Director of Communications: Amy Norman

Regrets:

Co-Director of Fundraising: Rob Lonseth

Director: Nathan Minovitch

Co-Director of Residencies: Christian Darbyshire

Additional attendees:

Amy Norman, Trevor Sawatzky, Natalie Carleton, Risa Desai, Erin McCaffery Mannas, Tamra Bergen, Christie Martin, Katie Robinson, Kaitlin Santoni, Amanda Kousinious, Abbey Sather, Russ Berdusco, Ella Witcher, Kim, Natalie Carleton, Ella McMillan

MEETING MINUTES

1.0 CALL TO ORDER 2 min (Mike)

1.1 Welcome to Board Members and guests

1.2 Verification of quorum

2.0 REVIEW OF AGENDA 2 min (Mike)

3.0 APPROVAL OF MINUTES 1 min (Mike)

3.1 Minutes from [previous meeting](#) (May 23, 2024)

3.2 Motion to approve: Navaz Cassam; Second: Melissa Sawatzky; Approved

4.0 UPDATES AND REPORTS 5 min

4.1 Board update - Mike

- Successful parent mixer raised over \$3,000
- Strong financial position

4.2 Financials update - Navaz

- Previous Fiscal Year Financial Statements submitted
- Cash position of about \$150k (\$40k of casino revenue is in reserve and can't be used yet)
- Big revenue earners are casino (\$70k to \$80k now) every 18-24 months and M&M event (\$50k earnings after expenses)
- Statements will be available in the binder in the office for parents to view anytime (noted these are not publicly available on the school website)
- \$250-\$260 per kid every year spent (need around \$60,000 per year to keep things floating)
- Note that society keeps reserves for a two-year period ongoing
- Big project likely coming at playground fundraising in next 3 to 4 years
- Casino date will be in a year - Q4 2025
- Jason - facility upgrade and concept for a school initiative - time capsule project for centennial (next September)

4.2.3 Membership dues discussion

- \$80 a family, needs to log on to the education matters site (feels less mandatory than when it used to be a part of the initial package of forms from the school)
- People fine with more messaging coming out (mention the cost per child of the programming that we provide)
- Melissa to draft message and work with Christie and Meghan to get something out for January

4.2.4 Motion to approve financials; Amy Norman motion; Meghan seconds; approved.

5.0 NEW BYLAWS & MEMBERSHIP REQUIREMENTS 5 min (Christie)

5.1 ASCA Resources

- We were the only school in AB that charged what was interpreted as a membership fee
- Bylaws are in draft form but need to address the membership requirements/rules before finalizing

5.1.2 Membership requirements - everyone who sits on society and also those who want to be a member have to complete a form

6.0 NEW BUSINESS 10 min (Mike, Melissa and Risa)

6.1 Fundraising Opportunities

6.1.1 Casino - Q4 of 2025

6.1.2. Martinis and Masterpieces - Spring 2025

Initial leaders of a committee are established (Camille McCreath and Erin Donnelly) - need to confirm and start making movement forward. Artist in a box contact may be a good person to consider.

6.1.3 Residencies - discussion of financial education options

6.1.4 New ipads (motion to ratify)

- Jason spoke about the need for some new iPads and laptop computers
- Request has been made for \$3500
- Motion to ratify the approval that Mike had made on society behalf

6.1.5 Other - none

7.0 ELECTIONS

7.1 Election of Board Members going forward

- President - Risa Desa
- Vice-President - Amy Norman
- Secretary - Melissa Sawatzky
- Treasurer - Trevor Sawatzky
- Assistant Treasurer - Geoff Irwin
- Director - Christian Darbyshire
- Director - Rob Lonseth
- Director - Natalie Carleton
- Note Past President Mike Martin will help guide through new process

7.1.2 Majority in favour; approved.

8.0 ADJOURNMENT

8.1 Motion to adjourn Risa; second by Trevor; approved.