

Esquimalt High School Advancement of Education Funding Society (the Funding Society) Annual General Meeting

Monday, November 21, 2016
Esquimalt High School, 847 Colville Road

1. Call to Order Gary Moser, Moderator

The meeting was called to order at 8:15 pm. Gary declared a quorum present.

2. Approval of Agenda Gary Moser

The agenda had been circulated by mail. There were no changes or additions and it was accepted as circulated.

3. Approval of Minutes from 2015 AGM George Copley

The Minutes from the 2015 AGM EHS Advancement of Education Funding Society had been posted several weeks before the AGM of the society on November 21, 2016. There were no errors or omissions noted by the members present.

Motion-George moved: That the Minutes from the 2015 AGM as published on the EHS Advancement of Education Funding Society be approved. Seconded by Gary.
Carried

4. President's Report Dave Allen

Dave thanked all those members who volunteered for activities this past year. He went on to thank the executive members for all their work over 2015-2016 and recognized their significant contribution to the Funding Society. Dave referred to the sign-up list just outside the door, and encouraged members to sign up if they thought they might be able to help out with various activities planned for the coming year. There are around 90 names on the list so far.

Donations from 33 members in the last year totalled about \$2500. Ribfest contributed \$45,000 to the fund being raised for the purpose of providing a new turf field which will cost about \$1.3 million and it is expected to contribute around \$30,000 in the coming year. While \$1.3 million is an extremely ambitious goal, it is made more possible by the fact that when the fund reaches \$100,000 or above it is possible to begin to apply for government grants to assist in fund raising. And, as with the bus purchase, there are several very generous private donors who choose to remain anonymous. Through their generosity they made the bus purchase possible and assisted in increasing the scholarship fund to \$27,000.

5. Treasurer's Report Paul Wickens-Jobling

2015/2016 Financial Statements & Review of Books

Paul displayed on an overhead screen the Financial Statement for 2016 for the Funding Society (**Attachment A-Balance Sheet as of Oct. 31, 2016**). There is a net balance of \$795.44 to start the coming year. Money from the Centennial celebrations and Ribfest contributed to the final payment to the Bus Fund. Specific details of all transactions are to be found on the 2015/16 Bank Account Ledger (**Attachment B-Bank Account Ledger**)

Motion-Paul moved that the Oct. 31, 2016, Financial Statement be received and recorded in the Minutes. Seconded by Bill Emery .

Carried.

Motion-Paul also moved that the financial review by Dawn Paniz be accepted. (**Attachment C-Financial Review**) . Seconded by Bill Emery.

Carried

Motion-Paul moved that the society appoint Dawn Paniz to perform the financial review for 2016-2017 fiscal year. Seconded by Bill Emery.

Carried

2016/2017 Budget, Signing Officers, & Financial Reviewer

The budget for next year (**Attachment D-Proposed Budget**) was displayed on the screen and Paul explained that the expected balance at Oct. 31, 2017 resulted from revenue of \$1,000 and expenses of \$500.00. The Scholarship Fund was expected to increase to \$29,239.97 and the Turf Field Fund to increase to \$70,000, both at the end of the fiscal year.

Motion-Paul moved that the proposed budget for 2016-2017 Fiscal Year be approved. Seconded by Bill Emery.
Carried

Motion-Paul also moved that the society approve the positions of President, Vice President, Secretary, and Treasurer to be signing officers of the Society and that the Society use Coast Capital for its banking. Seconded by Bill Emery.

Carried (Note: All of the Treasurer's Motions were moved after discussion of all of the four Attachments was finished)

6. Fund Raising 2016/2017 Dave Allen

This has been mostly covered under the President's report.

7. Compliance with New Society Act George Copley

This was covered in detail in the Alumni Association AGM held first. In summary, the government has enacted a new Societies Act primarily, but not exclusively, to implement a completely electronic filing system. The new Act comes into force on November 28, 2016 and every society in the province, some 27,000 in all, will have to "transition" from paper filing to electronic registration and filing under the new Act within 2 years ie by November 28, 2018. A Transition Committee has been formed for both societies comprised of George, Marilyn McCrimmon, Gary Moser, Cathy Wong and Paul Wickens-Jobling and work is well underway in preparing the two societies for transition to the new Act. It is expected that the work will be done by the time the Funding Society's next AGM is held. George said that in keeping with the move to electronic records he would make a motion to amend the Funding Society's bylaws to permit service of notices of general meetings to the members of the society by e-mail. He explained that this was a Special Resolution which required a $\frac{3}{4}$ vote of the members present in favour in order to pass.

Motion-George moved that s. 58 of the Funding Society's bylaws be repealed and replaced with the following:

58. A notice may be given to a member, either personally or by mail to the member at the member's registered address or by e-mail to the member's registered e-mail address. The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.

Seconded by Gary.

Carried Unanimously

8. Election of Officers Trish Best

Trish read out the nominations for the 2017 board to serve for one year:

President - Dave Allen

Vice President - Gary Moser

Treasurer - Paul Wickens-Jobling

Secretary - George Copley

Director - Cathy Wong

Director - Barry Scott

Director - Tammy Renyard

Director - Brenda O'Connor

Director - Ryan Richard

She then asked for any further nominations three times. Seeing none she declared the nominees elected by acclamation.

9. **Adjournment** Next AGM November 20, 2017

Attachment A-Balance Sheet as of Oct. 31, 2016

Balance Sheet
For
EHS Advancement of Education Funding Society
2015 – 2016 Fiscal Year
As at October 31, 2016

Bank Membership		\$ 5.00
-----------------	--	---------

Society Administration

Previous Balance		\$ 440.44
------------------	--	-----------

Income	\$ 1,103.95	
--------	-------------	--

Income - Interest	\$ 0.67	
-------------------	---------	--

Expense	\$ 1,304.37	
---------	-------------	--

Balance		- \$ 197.75
---------	--	-------------

Balance		\$ 240.69
---------	--	------------------

Fundraising

Previous Balance (Centennial)	\$ 4,080.60	
-------------------------------	-------------	--

Ribfest	\$ 2,925.15	
---------	-------------	--

Balance		\$ 7,005.75
---------	--	-------------

Donations to Bus Fund	\$ 6,451.00	
-----------------------	-------------	--

Balance		\$ 554.75
---------	--	------------------

Bank Account

Previous Balance		\$ 4,521.04
------------------	--	-------------

Deposits	\$ 8,550.14	
----------	-------------	--

Interest & Membership	\$ 0.67	
-----------------------	---------	--

Withdrawals	\$ 7,755.37	
-------------	-------------	--

Balance		\$ 795.44
---------	--	------------------

Total Net Balance		\$ 795.44
-------------------	--	------------------

Donations Account (held by SD61)

See ledger for details:

SUBMITTED BY: Paul Wickens-Jobling, Treasurer

Attachment B-Bank Account Ledger

ESQUIMALT HIGH SCHOOL ADV. of ED. FUNDING
SOC.

last updated 31 October 2016

2015/16 Bank Account Ledger for #5385625

Ledger Date	Cheque Number	Bank Date	Payee	Description	Centennial DR	Centennial CR	membership	shares	BALANCE
							Admin DR	Admin CR	
01-Nov-15		01-Nov-15	Balance forward			-\$4,080.60		(\$440.44)	(\$4,521.04)
01-Nov-15		01-Nov-15	deposit	interest				(\$0.09)	(\$4,521.13)
01-Dec-15		01-Dec-15	Balance forward			-\$4,080.60		(\$440.53)	(\$4,521.13)
01-Dec-15		01-Dec-15	deposit	interest				(\$0.09)	(\$4,521.22)
01-Jan-16		01-Jan-16	Balance forward			-\$4,080.60		(\$440.62)	(\$4,521.22)
01-Jan-16		01-Jan-16	deposit	interest				(\$0.10)	(\$4,521.32)
18-Jan-16	78	22-Jan-16	Esq High School	Oct mail out			\$379.37		(\$4,141.95)
18-Jan-16	79	27-Jan-16	Min of Finance	Society registration			\$25.00		(\$4,116.95)
01-Feb-16		01-Feb-16	deposit	interest				(\$0.09)	(\$4,117.04)
01-Mar-16		01-Mar-16	deposit	interest				(\$0.08)	(\$4,117.12)
01-Apr-16		01-Apr-16	deposit	interest				(\$0.09)	(\$4,117.21)
01-May-16		01-May-16	deposit	interest				(\$0.08)	(\$4,117.29)
15-May-16	80	21-May-16	Esq High School	bus wrap	\$3,500.00				(\$617.29)
01-Jun-16		01-Jun-16	deposit	interest				(\$0.05)	(\$617.34)
08-Jun-16		08-Jun-16	deposit	bucc days				(\$1,004.45)	(\$1,621.79)
08-Jun-16	81	18-Jun-16	Esq High School	bus wrap			\$900.00		(\$721.79)
08-Jun-16	82	14-Jun-16	Esq Rib Fest	vendor fee	\$200.00				(\$521.79)
23-Aug-16		23-Aug-16	deposit	bucc days				(\$99.50)	(\$621.29)
17-Oct-16	83	29-Oct-16	Esq High School	bus	\$2,751.00				\$2,129.71
18-Oct-16		18-Oct-16	deposit	66 class, ribfest		-\$2,925.15			(\$795.44)
					\$6,451.00	-\$7,005.75	\$1,304.37	(\$1,545.06)	

Balance	-\$554.75	(\$240.69)	(\$795.44)
---------	-----------	------------	------------

OUTSTANDING TRANSACTIONS

cheques uncashed	nil
accts payable	\$-00
accts receivable	\$-00 \$-00

Esquimalt Alumni Scholarship Fund

Balance June 2015	\$26,406.48	
2015/16 interest	\$2,006.89	
2016 donations	\$932.23	
2016 writers guild	\$2,000.00	\$500 scholarship per year for 4 years
2016 Kiwanis Club	\$2,000.00	\$500 scholarship per year for 4 years
Sub Total	<u>\$33,345.60</u>	
Less: 2015 scholarships	\$2,000.00	
Less: administrative fee	\$105.63	
Balance June 30, 2016	\$31,239.97	
Balance as at June 30, 2016		\$31,239.97

Esquimalt School Bus Fund

Balance Sept 2015 (amount owing)	\$13,582.00
Donations Jan-Dec 2015	\$11,675.00
Balance April 2016	\$1,907.00
Decal Purchase	\$5,549.00
Balance May 2016	\$7,456.00
Donation from 100 Reunion	\$3,500.00
Funds raised from Bucc Days	\$900.00
Donation from Class of 2006	\$250.00
Donations miscellaneous	\$55.00
Balance August 2016	\$2,751.00
Donation from class of 1966 & money earned at Ribfest	\$2,751.00

Balance owing	\$0.00
---------------	---------------

Attachment C-Financial Review

ESQUIMALT HIGH SCHOOL
ADVANCEMENT OF EDUCATION FUNDING SOCIETY
FINANCIAL REVIEW AND AUDIT FOR FISCAL YEAR ENDED
OCTOBER 31, 2016

I have reviewed the financial statements and records for the fiscal year ended October 31, 2016 for the above referenced Society.

The review consisted of an examination of all the transactions processed between November 1, 2015 and October 31, 2016. I was satisfied that the financial statements are in good order and present a fair and accurate picture for the period under review.

The statement presented accurately reflects all transactions for the fiscal year.

Respectively submitted,



R. Dawn Paniz

November 3rd, 2016

Attachment D-Proposed Budget
Proposed Budget
EHS Advancement of Education Funding Society
2016 - 2017 Fiscal Year
November 1, 2016 to October 31, 2017

Administration

Balance Forward (Nov. 1, 2016) **\$795.44**

Revenue

Fundraising **\$1,000.00**

Expenses

Society Registration **\$100.00**

Postage **\$400.00**

\$500.00

Net **\$500.00**

Balance Oct. 31, 2017 **\$1,295.44**

Scholarship Fund (In trust at GVSB)

Balance Forward (Nov. 1, 2016) **\$27,239.97**

Revenue

Donations 2016-17 **\$2,200.00**

Interest **\$1,800.00**

Total **\$4,000.00**

Expenses

Scholarships (2 @ \$1000.00) **\$2,000.00**

Net **\$2,000.00**

Balance Oct. 31, 2017 **\$29,239.97**

Turf Field Fund (In Trust at the School)

Balance Forward (Nov. 1, 2016) **\$45,000.00**

Revenue

RibFest donation 2016 **\$25,000.00**

Expenses

Net **\$25,000.00**

Balance Oct. 31, 2017 **\$70,000.00**

SUBMITTED BY: Paul Wickens-Jobling, Treasurer _____