

**Minutes of the Esquimalt High School Alumni Association  
Annual General Meeting**

Monday, November 21, 2016.

EHS Theatre, 847 Colville Road, Esquimalt, BC.

**1. Call to Order at 7 pm.**

**Gary Moser, Moderator**

Gary thanked the two performers for their music prior to the meeting. He also offered thanks to the Executive Committees and the many volunteers who helped with the activities of the Alumni Association.

**2. Welcome from the School.**

**Tammy Renyard, Principal**

Tammy opened by recognizing the Songhees and Esquimalt territories. She then thanked those involved in the evening - musicians, chef, and technology support. Tammy acknowledged the amazing work the alumni association does for Esquimalt School and thanked the Association members for their ongoing support of the school and for inspiring students to continue to give.

**3. Introduction of 2016 Scholarship Winners. Allyson Hoffman and Lorna Reid**

The Alumni Association is awarding two scholarships tonight, and will later award two more scholarships from other organizations that have disbanded but left funds to the Alumni Association to award in their name.

Tonight's two scholarship winners are David Easter and Delphina Kejo and they were called to the stage. David is taking graphic arts at the Pacific Design Academy and Delphina is at Camoson College in the legal assistant program. David was a lead in the school musical and Esquimalt go-to graphic designer. He designed the Grad Wear, the Yearbook Cover and the wrap for the new school bus. Delphina was a leader in Interact, ESCAPE and EYCI- all social justice clubs at Esquimalt. She has volunteered extensively in the school and the community at large. They are both very strong students with excellent work ethics and attitudes who had a very positive impact on the school culture.

**4. Approval of Agenda.**

**Gary Moser**

Gary referred to the meeting agenda that had been posted on the internet and sought and received its approval.

**5. Approval of Minutes from 2015 AGM.**

**John Carmichael**

John moved that the minutes be approved as posted. Seconded by Paul Wickens-Jobling. Approved.

**6. President's Report**

**Brenda O'Connor**

Gathering donations from 33 members totalling over \$2,500 for the new bus and scholarship fund

#### May - Buccaneer Days

- Had about 2,000 people attend our display table inside the Archie Browning Centre
- We also organized the langos/beaver-tail booth outside in conjunction with the Esquimalt High School Leadership students and the Rainbow Kitchen, **raising over \$1,100 for each group**

#### September - RibFest

- Helping with the organization of the 4th Annual RibFest
- **Administering a large further donation from RibFest through the Esquimalt Fire Fighters' Charitable Foundation** for the new turf field at the school
- Jointly hosting a booth selling mangos and pop, splitting proceeds with the School Leadership Class, Rainbow Kitchen and the Alumni Association. **Raising almost \$2,300 for each group.**

#### Ongoing - New Turf Field

- We currently have \$45,000 set aside for a new turf field
- We are continuing to develop the plan for a new turf field and raise funds for this project.

#### November - Remembrance Day Ceremony

- This year at Esquimalt's Remembrance Day Ceremony **Sam Ross & Mahum Azeem**, students laid a wreath on behalf of the school and the Alumni. The participation of these respectful young people was much appreciated by the crowd

#### Scholarships

- We are working towards building the Alumni Scholarship fund to \$30,000 so that three \$1,000 scholarships can be awarded in the future

#### Reunions

- If your grad year is planning a reunion please let us know. We can provide additional annuals, advertising for the event on the Alumni website, various heritage displays and more.

#### School Bus Paid For

- We have finished paying for the new school bus

#### Ongoing - Administration

- We are starting work on compliance with the **New Society's Act** that comes into full force November 2018

- We have compiled and updated our membership lists in anticipation for the new societies act regulations that will allow us the deliver notifications to most of our members electronically saving us time and money

Thanks to all alumni members and family members that helped with the joint mangos booth at Buccaneer Days and RibFest

## **7. Treasurer's Report**

**Bill Emery**

### **2015/16 Financial Statement & Review of Books**

Bill presented his report using the overhead projector and a copy is attached to these minutes.

### **2016/17 Budget, Signing Officers, & Person to do Review 2017.**

Again, Bill presented this report using the overhead projector and a copy is attached to these minutes.

Bill handed out five proposed motions related to his duties and moved that they be approved. This was seconded by Cathy Proud. The motion was put to the membership and was passed.

The financial report for our 2015 – 2016 fiscal year was reviewed by R. Dawn Paniz of Fisgard Financial Corporation.

## **8. Director Reports**

### **Membership**

**Ryan Richard**

Ryan presented his report on his work integrating all the membership information into a manageable database. He is planning on using active e-mail addresses from the list to send out an e-mail to each name to test that the addresses are active.

### **Sale of Alumni Merchandise.**

**Barry Scott**

2016 was a good year for merchandise sales. \$595 was received for sales. Another 40 T-shirts are being ordered. Barry is arranging for Alumni merchandise to be listed on our web-site and for people to be able to order and pay for items from there. He closed by thanking those directors who helped sell this merchandise.

### **Reunions of 2016.**

**Trish Best**

In 2016 there were four individual reunions: for the Class of 2006 a 10<sup>th</sup>, for the Class of 1971 a 45<sup>th</sup>, for the Class of 1966 a 50<sup>th</sup>, and for the Class of 1956 a 60<sup>th</sup>. The Class of 2006 donated \$250 and the Class of 1966 donated \$440 to the Alumni Association and this was put toward the school-bus purchase account. There are display boards, photo binders, scrapbooks and yearbooks in our archives for reunion committees to borrow for display. Trish is starting to compile a list of grad classes, the years they have had reunions, and a contact person for each.

**Heritage****Wes Umphrey**

In the last 10 years past president Wes has set up archives to preserve the Alumni Association's history. The School also has an archive and he has arranged to combine the two. Our archive includes panels of our 2015 Alumni reunion photos, various scrapbooks, old school sweaters, trophies, binders displaying major Alumni events, and even a silver tray presented to Miss Hewlings, an early EHS principal. These archive contents are held in a storage room in the School. Wes has recently made and added to our archive a photograph of the corner stone from the Head Street EHS. It was laid in 1926 and he hopes to add this corner stone to a cairn at the present School.

**Fundraising for the School Bus.****Dave Allen**

The Alumni Association took on the task of financing a new school bus to replace the old one. It was estimated to cost \$90,000. In less than two years, thanks to our fund-raising efforts and some large anonymous donations we were able to pay the actual \$87,900 that the bus cost.

Our next project is fund-raising for the estimated 1.3 million dollars cost of replacing the turf in front of the school with artificial turf. There are currently no artificial turf fields in Esquimalt. It is anticipated that Provincial and/or Federal Governments may contribute to this project once we establish a successful funding pattern which will include from \$75,000 to \$100,000 that is expected to be in our account by next January. The target is to get all the funding in place in the next 3 to 5 years. Dave closed by thanking those who have contributed to the success of the school-bus funding.

**9. Compliance with new Society Act.****George Copley**

George provided a one-page handout (attached to these minutes). He gave a brief background to the changes in the Act. The Act was first enacted about 100 years ago, and has been revised several times, most recently in 1977. There are currently about 27,000 registered societies in BC. Each must file paper copies of their constitution and bylaws to register that society and then annually submit paper forms reporting on their AGMs, changes in directors, changes to their constitution and bylaws and other changes creating a vast filing and storage problem. The revised Act will provide for electronic filing and annual electronic member notification by e-mail, and posting on the website of the mandatory Annual General Meetings. George is the chairperson of a small Alumni Transition Committee that will present at the January Alumni Director's meeting the proposed changes to be made in our two constitutions. It is anticipated that the necessary changes can be approved at our 2017 AGM, one year ahead of the established deadline.



As a start to this process George provided a handout with our present bylaw wording for sections 58 and 59 of the two societies. He moved that section 58 in the Alumni Association bylaws be replaced with the following

“58. A notice may be given to a member, either personally or by mail to 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.”

The motion was seconded by Paul Wickens-Jobling and all members present approved, there was no dissention.

## **10. Election of Officers**

**John Carmichael**

There are 8 vacancies to be filled at this AGM. The nominating committee had listed its nominees for each position.

John took the first four on this list, being:

Trish Best for Director of Reunions for two years.

Marilyn McCrimmon for Secretary for two years.

George Copley for Director-at-Large for two years.

Patrick Floyd for Director-at-Large for one year.

He then called for any nominations from the floor for each position. There being none he declared these nominees to be elected by acclamation.

The last four nominations from the list were:

Lorna Reid for Director of Scholarship for two years.

Ryan Richard for Director of Membership for two years.

Barry Scott for Director of Merchandise for two years.

Margo Bell for Director-at-Large for two years.

and then called for any nominations from the floor for each position. There being none he declared these nominees to be elected by acclamation.

## **11. Presentations**

**Brenda O’Connor and Dave Allen**

Dave called John Carmichael to the podium and then summarized the contributions John had made as Secretary since the beginning of the Alumni Society, and Brenda presented him with an engraved glass plaque commemorating those eleven years of service.

Dave then called Wes Umphrey to the podium and summarized the eleven years that Wes Umphrey had served on the Society, plus his earlier actions in getting the

Alumni Society started. Wes served as its President for several years before taking on the challenging role of establishing the Society's archives. Brenda presented Wes with an engraved glass plaque commemorating his work for the Society.

## **12. Closing Remarks**

**Gary Moser**

Gary closed the meeting and prepared to open the next meeting, the Esquimalt High School Advancement of Education Funding Society

ATTACHMENTS  
**EHS Alumni Association 2015-2016 Financial Report**  
**Period 1 Oct 15 -30 Sep 16**

<b>Balance Forward</b>		<b><u>\$1,080.60</u></b>
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**Income**

Interest	0.01
Membership	70.00
Merchandise Sales	225.00
EHSAEFS Funds	100.00
Misc	<u>25.00</u>

<b>Total Income</b>	<b>420.01</b>
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**Expenses**

Remembrance Day Wreath	90.00
Transfer to EHSAEFS	735.61
Misc	50.00
Misc (Pen Set)	67.03
<b>Display Supplies</b>	111.37
New Cheques	<u>147.19</u>

<b>Total Expenses</b>	<b>1201.20</b>
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<b>Balance</b>		<b><u>\$299.41</u></b>
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Income Pending	480.00	<b>\$779.41</b>
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ESQUIMALT HIGH SCHOOL  
ESQUIMALT HIGH SCHOOL ALUMNI ASSOCIATION  
FINANCIAL REVIEW AND AUDIT FOR FISCAL YEAR ENDED  
SEPTEMBER 30, 2016

I have reviewed the financial statements and records for the fiscal year ended September 30, 2016 for the above referenced Society.

The review consisted of an examination of the transactions processed between October 1, 2015 and September 30, 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,

A handwritten signature in cursive script that reads "R. Dawn Paniz".

R. Dawn Paniz

November 3<sup>rd</sup>, 2016

**Proposed Budget  
For  
EHS Alumni Association Society**

**2016 - 2017 Fiscal Year  
October 1, 2016 to September 30, 2017**

**Incoming Balance** as of 1 October 2015 **\$299.41**

**Anticipated Revenue**

Memberships	\$ 100.00
Merchandise Sales	\$ 600.00
Miscellaneous	\$ <u>10.00</u>

**Total** **\$710.00**

**Anticipated Expenses**

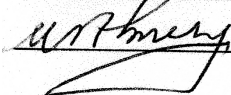
Office Supplies	\$ 100.00
Heritage Supplies	\$ 100.00
Nov 11 <sup>th</sup> Wreath	\$ 95.00
Merchandise Purchases	\$ 250.00
Accounts Payable	\$ <u>000.00</u>

**Total** **\$545.00**

**Surplus/Deficit** **\$ 165.00**

**Year End Balance** as of 31 October 2016 **\$ 464.41**

**SUBMITTED BY:** Bill Emery, Treasurer



**E.H.S. Alumni Association Society**  
**Annual General Meeting, November 21, 2016**  
**Proposed Motions by the Treasurer**

1. Move that the September 30, 2016 Financial Statement be received and recorded in the minutes.
2. Move that the Financial Review and report by R. Dawn Paniz be accepted.
3. Move that the proposed budget for 2016 – 2017 fiscal year be approved.
4. Move that the Society appoint R. Dawn Paniz as Financial Reviewing officer for the 2016 – 2017 fiscal year.
5. Move that the Society approve the positions of President, Vice President, Secretary and Treasurer as signing officers (any two of four signatures required) of the Society and that the Society continue to use Coast Capital for banking.

**Special Resolutions for the AGMs of the Esquimalt High School Alumni  
Association and the Esquimalt High School Advancement of Education Funding  
Society,  
Monday, November 21, 2016**

**Present Alumni Association Bylaws and Funding Society Bylaws**

Part 11 – Notices to Members

58. A notice may be given to a member, either personally or by mail to the member at the member's registered address.
59. A notice sent by mail is deemed to have been given on the second day following the day on which the notice is posted, and in proving that notice has been given, it is sufficient to prove the notice was properly addressed and put in a Canadian post office receptacle.

**Special Resolutions to Amend Alumni Association Bylaws and Funding Society Bylaws**

I move that section 58 of the **Esquimalt High School Alumni Association** 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.

I move that s. 58 of the **Esquimalt High School Advancement of Education Funding Society** 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.