

**ESQUIMALT HIGH SCHOOL ALUMNI ASSOCIATION
MINUTES OF DIRECTORS' MEETING**

7:00 pm Monday August 20, 2018 Esquimalt High School Staff Room

Attendance: Dave Allen, Trish Best, Jason Johnson, Marilyn McCrimmon, Gary Moser, Brenda O'Connor, Lorna Reid, Ryan Richard.

Regrets: George Copley, Barry Scott, Colette Scrimgeour.

1. Call to order – Brenda O'Connor

Brenda called the meeting to order at 7:01 pm.

2. Minutes of April 23, 2018 – Marilyn McCrimmon

Dave Allen moved acceptance of the minutes. Carried.

3. School Update – Jason Johnson

1. Jason introduced himself as the Acting Principal. Tammy has been seconded to the Ministry of Education. The vice-principals are Emily Kirzinger and Vicky Roberts (who has just moved from Rockheights).
 2. The school population is just over 600. There are about 100 international students.
 3. Staffing is still underway.
 4. There is a good lineup of coaches coming forward from the parent group and from the community.
 5. The theatre is already booked for some community events this coming year. The upgrade to the theater is not quite finished.
 6. A classroom is currently being renovated to house a new program with the working title of Grad Coach Program. Rachel Trebilco will run the program, with the assistance of some EA's. The program is meant to reach out to vulnerable families. It was initiated by a District Principal, and district funds have been allocated to pilot the project. Jason, Tammy and Rachel toured a similar program in Edmonton. Alumni Directors were most interested in this new program, and several stated that they look forward to updates as the year begins.
 7. There will be a "meet the teacher" night for the parents of grade 9 students on September 12th.
- Note – Dave Allen reminded Jason that any requests for alumni funds from staff would be funneled through Jason.

4. Treasurer's Report – Brenda O'Connor

a. Bank Signatures – Garry Moser and Marilyn McCrimmon met with Brenda at Coast Capital in July to update the signatories for the Alumni Association account.

There is \$1444.02 in the account, less the year end expenses, including stamps, scarves, etc. The current balance is \$918.31.

b. Turf Field Account

Dave explained that this account is controlled by SD61. He will communicate with Chastity (Accounts Clerk at EHS) and keep us updated. There is currently about \$148,000 in the account. We anticipate about \$50,000 from RibFest. The goal is to raise \$250,000 and then apply to a fund through the Gaming Branch which will match funds up to \$250,000 for Capital Projects. Dave stated that we hope to pursue more grants after that.

The final goal is \$1.3 million for the field, fence, lights, and end zones.

The current steering committee includes a SD 61 trustee as well as Esquimalt municipal councillors and the mayor, in addition to Tom Woods, Dave Allen and Jason Johnson. Esquimalt Council passed a motion in principal for support of the project, similar to the motion passed by the school district. This now allows staff at the municipality and the school district to start working together on details.

ACTION

1. Dave Allen will produce a report on the Turf Field account for the AGM in November.

5. Membership, Registry & Website – Ryan Richard

Ryan reported that he and Geoff Orme overhauled the website in the spring, but that it needed another clean-up now that summer reunions are over.

Dave suggested that Ryan follow-up with the reunion organizers about encouraging those on their email lists to join the alumni association.

There was a discussion about the different reunion groups offering their own scholarships, and whether they should be invited to present their scholarships at the AGM. In the past such reunion organizers have been asked to

contribute the raised amount to our general scholarship fund, but so far all stated that they wish to do their own scholarships. We also discussed the possibility of just announcing those winners at the AGM. No decision was made at this point.

ACTION

1. Ryan will contact the reunion organizer of the class of 1978 to ask that she email the members and invite them to join the Alumni Association.

6. Newsletter

Ryan has sent the newsletter template to Colette for the fall newsletter. It will come out after RibFest, and include photos of RibFest as well as information about the November AGM.

ACTION

1. Brenda will follow-up with Colette about the newsletter.

7. Scholarship Report – Lorna Reid

1. No report was available at this time as Dana Bjornson is out of town.

It was noted that we would present three \$1000 scholarships this year, as well as the two \$500 scholarships on behalf of the Writers' Guild and Kiwanis.

We will revisit this item at the October meeting.

ACTION

1. Lorna will contact Dana to discuss the options for this year's three \$1000 scholarships. She will ask her about the possibility of offering two scholarships based on merit and one based on need (bursary).

8. Scholarship Account – Dave Allen

Dave has been looking after annual donations to the Scholarship Account, as well as the reporting on the account for the past few years, and he would like to pass it on to either the Treasurer or the Scholarship Director as he intends to focus on the Turf Field. Dave noted that some recipients choose to defer the scholarship for a year, so that money must be tracked over the year. The account is held at the School District, but we collect money during the year, especially at the AGM, which must be accounted for and submitted to the School District. The district issues the tax receipts to the donors.

Brenda O'Connor offered to take on the tracking of this account in her role as treasurer.

ACTION

1. Brenda will modify the job description of Treasurer to include the Scholarship Account.

2. Brenda will communicate with Chastity, the Accounts Clerk at EHS, and Dave Allen to transition the reporting duties.

9. Other Business – Dave Allen/Brenda O'Connor

a. RibFest

Dave reported on the plans to date. The health permit for our langos booth is done, and he will load the equipment that is stored at the school, on Wednesday (Sept. 5th), with the help of students. Set-up at Bullen Park will take place on Thursday Sept. 6th. Dave has already sent an email asking for Alumni members to sign up for shifts during set-up, clean-up, and the running of RibFest.

He noted that in light of Jason Buie's unexpected death, several of his bandmates have stepped in to organize the music for this year's event.

Barry Scott will take charge of the sale of merchandise, but other alumni members are asked to help where they can. We discussed the pricing of items. It was decided that we would charge: \$5 each or two for \$8 for the langos, \$1 for bottles of water and \$2 for cans of pop. Our cost is low so there is a good profit margin.

b. Fund-raising methods

Dave asked that members think about this item to be discussed again at the October meeting. Our donations were down significantly last year, the first year that we notified members by email rather than direct mail, about the AGM.

We discussed sending out a separate email asking for donations, or mailing a single sheet inviting donations. We can't do anything until we have more information from the school as to what they would like us to raise funds for this coming year.

c. Access to Information

We will discuss this item when George Copley is back in town and available to attend an Alumni Directors meeting.

ACTION

1. Dave will email the roster of volunteers who have signed up so far for RibFest, and he will ask members to fill in the vacant spots where they can. A minimum of two or three alumni members are needed for each time slot during the event.

10. Tent Repair – Dave Allen

Dave asked for available alumni members to meet him at the school on Thursday August 30th at 11 am to help repair the three tents that need repairing.

11. Adjournment

We adjourned at 8:22 pm.

12. Next meeting: Monday October 15th, 2018.

Note: The Funding Society Executive Meeting was held right after this meeting.

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