

Esquimalt High School Alumni Foundation Annual General Meeting

Monday, November 16, 2020
Esquimalt High School, 847 Colville Road

1. **Call to Order** **Gary Moser, Moderator**

The meeting was called to order at 7:40 pm. Gary declared a quorum present. Several Alumni Association/Foundation members participated in the meeting remotely by Zoom in addition to the members present.

2. **Approval of Agenda** **Gary Moser**

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

3. **Approval of Minutes from 2019 AGM** **George Copley/Gary Moser**

The Minutes from the 2019 AGM of the Alumni Foundation, dated November 19, 2019, were posted on the Alumni Association website well in advance of this year's AGM. There were no errors or omissions noted by the members present.

Motion-George moved that the 2019 AGM Minutes be adopted as posted. Seconded Robert Laidler. **Carried.**

4. **President's Report** **Dave Allen**

Dave provided the President's Report and a copy is attached (**Appendix "A", EHS Foundation President's Report**). He added the following remarks. The coming year will be a quiet year for the Foundation so far as fund raising is considered. It is the intention of the Foundation to proceed in Spring 2021 with the auction of the artworks painted by the late Joan Thompson and donated to the Foundation by her family. The artworks will be displayed online to be viewed by potential purchasers, who will be notified of the auction. Notice will be sent out to the members of the Foundation by e-mail, to the Esquimalt arts community and friends of Joan Thompson. We hope to raise in the neighbourhood of \$1,500 for the school with this auction. Ribfest, one of the Foundation's best fundraising initiatives, is postponed for now until 2021. In the past 7 years we have raised about \$2,000 annually for each of the Alumni Association, Rainbow Kitchen and the EHS Leadership Class and around \$50,000 annually for the Turf Field Fund.

5. **Treasurer's Report** **Ryan Richard**

2018/2019 Financial Statements & Review of Books

The Financial Statements for 2019/2020 for the Alumni Foundation (**Attachment B- ESQUIMALT HIGH SCHOOL ALUMNI FOUNDATION 2019 -2020 Fiscal Year Finances**) were distributed at the meeting. There was a net bank balance of \$3,872.10 on November 1, 2019, to start the fiscal year.

The net bank balance as at the end of the fiscal year, October 31, 2020, was \$1,780.24. Specific details of all Revenue and Expenditures, Turf Field Account and Proposed Budget for the 2020/2021 fiscal year are to be found in **Attachment "B"**.

Motion-Ryan moved that the Oct. 31, 2019 to November 1, 2020 Financial Statements be received and recorded in the Minutes. Seconded George Copley. **Carried.**

Motion-Ryan moved that the Financial Review by Kristin Morrison be accepted. Seconded George Copley. **Carried**

Motion-Ryan moved that the Proposed Budget for 2020/2021 Fiscal Year be approved. Seconded George Copley. **Carried**

Motion-Ryan moved that the Alumni Foundation appoint Kristin Morrison to perform the *Financial Review* for 2021 fiscal year. Seconded George Copley. **Carried**

Motion-Ryan moved that the Alumni Foundation approve the positions of President, Vice President, Secretary, and Treasurer as signing officers of the Foundation and that the Foundation continue to use Coast Capital Savings for its banking. Seconded George Copley. **Carried** (Note: The five Treasurer's Motions set out in **Attachment "B"** were moved, seconded and carried after discussion by Ryan of the details in **Attachment "B"** was finished)

6. **Fund Raising 2020/2021**

Dave Allen

This has been mostly covered for the current year under the President's report in **Attachment "A"** and in the Alumni Association AGM which preceded the Foundation AGM.

7. **Election of Officers**

Robert Laidler

Robert read out the nominations for the 2018/2019 board to serve for one year:

President - Dave Allen

Vice President - Gary Moser

Treasurer - Ryan /Richard

Secretary - George Copley

Director - Brenda O'Connor

Director - Barry Scott

Director- Robert Laidler

Director – Tina Pierik

He then asked for any further nominations three times. Hearing none He declared the nominees elected by acclamation.

8. **Adjournment-**

The meeting was adjourned at 8:00 pm. Next AGM is on November 15, 2021

Appendix "A"

Foundation President's Report for AGM Nov. 16, 2020

Prepared by Dave Allen, Foundation President

A. Art Auction - As noted in the spring edition of the newsletter we have had to move this event to the spring of 2021. Please see the outline below as this is what has been done and will be done next year.

Outline / Silent Auction of Joan Thompson's art items:

- 1) Items received at the school from Flora Thompson - received January 2020.
- 2) Photos and short descriptions of art pieces and biography of Joan Thompson from Flora Thompson - received February 2020.
- 3) Request display of art at school year-end Fine Arts Night (June 2021) and Art Department display (late May 2021) - several hundred, people - to be done March 2021.
- 4) Geoff Orme will assist setting up web page of art items, form for bids and list of art items with the latest bid price. Web page will be set up by early April 2021.
- 5) Lorna will review information for spring 2021. newsletter - late March 2021.
- 5) Have information in Alumni Association spring newsletters - early April 2020 and 2021- about 800 e-mails to be sent.
- 7) Share information with Esquimalt Arts community through Wendy Swan - Early 2021- This still has to be done.
- 8) Shared information with Esquimalt resident through Sheri Robinson - end of March 2020 - Sheri has several key community contacts to get

the information sent out in 2021.

B. RibFest 2020 - RibFest 2020 was postponed until September 2021 due to COVID 19. This was a major fundraising event for the Alumni Association raising about \$2200 each of the last 6 years at our Langos booth. This saw a similar amount raised for the Leadership Class and the Rainbow Kitchen. As a result of this event and Buccaneer Days both cancelled we have made a request of our members at this time to make a tax-deductible donation to the Alumni Association so we can continue to support the students and the program at EHS. Details of this request are contained in the Fall newsletter.

Appendix “B”

ESQUIMALT HIGH SCHOOL ALUMNI FOUNDATION

2019 -2020 Fiscal Year Finances

I have undertaken a detailed review of the financial records for the fiscal year ended October 31, 2020 for *Esquimalt High School Alumni Foundation*. This review consisted of an examination of all transactions processed by the *Esquimalt High School Alumni Foundation* for the fiscal year as well as other records deemed necessary.

At the completion of the review, I was satisfied that the financial records were in good order and accurately reflected the statement information presented for the period under review.

Respectively submitted,

A handwritten signature in blue ink, appearing to read 'Kristin Morrison', with a stylized, cursive script.

Kristin Morrison

November 15, 2020

Statement of Financial Position

	2019/2020	2018/2019	Change from Previous Year
<i>Assets</i>			
<i>Current Assets</i>			
Bank Balance	\$1,780.24	\$3,872.10	\$(2,091.86)
Membership Shares	\$5.00	\$5.00	
Accounts Receivable			
	\$1,785.24	\$3,877.10	\$(2,091.86)
<i>Liabilities & Net Assets</i>			
<i>Current Liabilities</i>			
Accounts Payable		\$(487.00)	\$487.00
<i>Net Assets</i>			
Restricted Net Assets ¹	\$5.00	\$5.00	
Unrestricted Net Assets	\$1,780.24	\$3,872.10	\$(2,091.86)
	\$1,785.24	\$3,877.10	\$(2,091.86)
Bank Balance	\$1,785.24	\$3,390.10	\$(1,604.86)

¹ \$5.00 must be kept as Membership Shares to bank with Coast Capital Savings

Statement of Operations

	2019/2020	2018/2019	Change from Previous Year
Revenues			
Esquimalt High School Alumni Association Transfers ²	\$500.00		\$500.00
Fundraising – RibFest ³		\$7,050.87	\$(7,050.87)
Alumni Merchandise Sales – RibFest		\$307.00	\$(307.00)
Membership Fees ⁴	\$30.00	\$192.92	\$(162.92)
Interest	\$0.17	\$0.16	\$0.01
	\$530.17	\$7,550.95	\$(7,020.78)
Expenditures			
Administration	\$(40.00)	\$(40.00)	
School Request for Funds ⁵	\$(2,000.00)		\$2,000.00
Remembrance Day Wreath	\$(95.00)	\$(95.00)	
Office Supplies		\$(80.39)	\$80.39
Esquimalt High School Merchandise Transfers		\$(196.00)	\$196.00
RibFest – Profit Share to Partners		\$(4,420.00)	\$4,420.00
RibFest – Direct Expenses		\$(1,419.83)	\$1,419.83
Esquimalt High School Alumni Foundation Transfers		\$(487.00)	\$487.00
	\$(2,135.00)	\$(6,738.22)	\$4,603.22
Excess of Revenues Over Expenditures	\$(1,604.83)	\$812.73	\$(2,417.56)

² Alumni Association gave back \$500 for the Grad 2020 Celebration costs.

³ Due to Covid-19 RibFest was cancelled.

⁴ Collected membership dues by using e-Transfers on behalf of Alumni Association.

⁵ School requested \$2,000 to cover the costs for a Covid-19 safe event for the 2020 Grad Ceremony.

Turf Field Account

<i>Date</i>	<i>Description</i>	<i>Debit</i>	<i>Credit</i>	<i>Balance</i>
01 Nov 19	Opening Balance			\$262,595.39
30 Nov 19	Interest		\$420.31	\$263,015.70
31 Dec 19	Interest		\$435.01	\$263,450.71
31 Jan 20	Interest		\$435.78	\$263,886.49
29 Feb 20	Interest		\$408.57	\$264,295.06
07 Mar 20	Donation		\$25.00	\$264,320.06
31 Mar 20	Interest		\$437.42	\$264,757.48
30 Apr 20	Interest		\$269.63	\$265,027.11
31 May 20	Interest		\$101.21	\$265,128.32
30 Jun 20	Interest		\$97.99	\$265,226.31

Proposed Budget

November 1, 2020 to October 31, 2021	
<i>Proposed Revenues</i>	
Fundraising – RibFest (Net Profit)	\$3,000.00
Donations	\$100.00
<i>Total Revenues</i>	<i>\$3,100.00</i>
<i>Proposed Expenditures</i>	
School Request for Funds	(\$2,000.00)
Administration	\$(50.00)
<i>Total Expenditures</i>	<i>\$(2,050.00)</i>
Excess of Revenues Over Expenditures	\$1,050.00

Proposed Motions

- Motion #1: Move that the November 1, 2019 to October 31, 2020 Financial Statements be received and recorded in the minutes.
- Motion #2: Move that the Financial Review report by Kristin Morrison be accepted.
- Motion #3: Move that the Proposed Budget for 2020/2021 be approved.
- Motion #4: Move that the Foundation appoint Kristin Morrison to perform the financial review for the 2021 fiscal year.
- Motion #5: Move that the Foundation approve the positions of **President, Vice President, Secretary and Treasurer** as signing officers of the Foundation and the Foundation continue to use Coast Capital Savings for banking.