

Esquimalt High School  
FINAL DRAFT MINUTES - PAC Executive Meeting  
October 25, 2021  
by Zoom

Start Time: 19h  
Targeted Adjournment: 19h30  
Location: Virtual  
Meeting Chair: Christine Sullivan

Items:

1. Welcome & Territorial acknowledgement-Christine started the meeting at 7:00
2. Quorum was reached-5 people present- Rod McGregor, Julia Alvarez, Kimberley Hamilton, Christine Sullivan and Heidi Hackman
3. **MOTION** to approve October 25, 2021 agenda – Kim moved to approve the agenda as amended (7pm instead of 8pm) , seconded by Julia Alvarez; unanimously passed.
4. **MOTION** to withdraw electronic vote (4 YEA; 3 no response) regarding approving expenses for PAC Welcome BBQ supplies, due to cancelled event. Christine is rescinding the request for reimbursement, Kimberley asked for Cheque #144 to be returned.
5. **MOTION** to accept resignation of Tess Brown- put forward by Christine, seconded by Kimberly, unanimously passed. We thank Tess for her service over the last few years as treasurer.
6. **MOTION** to appoint Kimberley Hamilton as Treasurer for 2021-22- motions put forward Rod McGregor, seconded by Heidi Hackman and unanimously passed. **ACTION item**- Christine to send application for the Fairway Market cards to Kimberly and they will be at customer service- won't charge the PAC the \$1. **ACTION item**- Kim to send out a meeting time for a Funding request meeting which will happen at the end of November-beginning of December to create a budget to present to the membership at the December meeting. Kim, Christine, Heidi and Tina will go through the requests.
7. VOTE OF CONFIDENCE- Christine went over the main objectives of the PAC this year
  - 1) Update the PAC constitution and bylaws
  - 2) Succession planning for treasurer
  - 3) Participate in decision-making at district and provincial levels via membership with VCPAC and BCCPAC
  - 4) Provide financial support for enhanced extracurricular opportunities via Gaming Grant- All were in agreement with these objectives
8. Signing authorities (Minimum 2)- Heidi and Kimberly are Coast Capital members and Christine will be the third signee.

Motion to adjourn meeting made by Kimberly at 7:29

## References

PAC Constitution & Bylaws: [https://esquimalt.public.sd61.bc.ca/wp-content/uploads/sites/34/2013/03/parent\\_info\\_pac\\_constitution\\_-2008.pdf](https://esquimalt.public.sd61.bc.ca/wp-content/uploads/sites/34/2013/03/parent_info_pac_constitution_-2008.pdf)