

Esquimalt High School Alumni Foundation Annual General Meeting

Monday, November 15, 2021
By Zoom

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

The meeting was called to order at 7:45 pm. Gary declared a quorum present. He advised that Dave Allen, President of the Foundation, sent his regrets as he was unable to participate in the Zoom meeting due to a power outage.

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

The agenda had been circulated by e-mail with the EHS Alumni Association Fall Newsletter on October 30, 2021. There were no changes and it was approved as circulated.

3. **Approval of Minutes from 2020 AGM** **George Copley**

The Minutes from the 2020 AGM of the Alumni Foundation, dated November 16, 2020, 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 2020 AGM Minutes be accepted as posted. Seconded Robert Laidler. **Carried.**

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

Dave provided a written President's Report and a copy is attached (**Appendix A, President's Report for the Foundation AGM Nov. 15, 2021**). That Report dealt with the Foundation's continued support for students at Esquimalt High School during the past year, participation in RibFest this year after a hiatus in the event due to the Covid-19 pandemic and the coming Art Auction of works by the late Esquimalt resident, Joan Thompson. Dave concluded by thanking all members of the executives of both the Alumni Association and the Foundation for their time and effort working to assist the students at EHS and acknowledging the wonderful support we receive from the school administration led by the principal Tina Pierrek.

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

2020/2021 Financial Statements & Review of Books

The Financial Statements for 2020/2021 for the Alumni Foundation (**Appendix B- ESQUIMALT HIGH SCHOOL ALUMNI FOUNDATION *Financial Review* November 1, 2020- October 31, 2021**) were displayed on the screen at the Zoom meeting. There was a net bank balance of \$1,780.24 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 \$2,604.46. Specific details of all Revenue and Expenditures, Turf Field Account and Proposed Budget for the 2020/2021 fiscal year are to be found in **Appendix B.**

Motion #1-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 #2-Ryan moved that the *Financial Review* by Kristin Morrison be accepted. Seconded George Copley. **Carried**

Motion #3-Ryan moved that the *Proposed Budget* for 2020/2021 Fiscal Year be approved. Seconded George Copley. **Carried**

Motion #4-Ryan moved that the Alumni Foundation appoint Kristin Morrison to perform the *Financial Review* for 2021/2022 fiscal year. Seconded George Copley. **Carried**

Motion #5-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 **Appendix B** were moved, seconded and carried after discussion by Ryan of the details in **Appendix B** was finished)

Gary added that we recognize and appreciate the role Kristin Morrison plays for the Alumni Association and the Foundation and the help she provides to those two Alumni organizations.

6. **Fund Raising Activities for 2021/2022** **Dave Allen**

This has been mostly covered in the President's written report in **Appendix A.**

7. **Election of Officers** **Marilyn McCrimmon**

Marilyn read out the nominations for the 2021/2022 board to serve for one year:

President - Dave Allen

Vice President – Robert Laidler

Treasurer - Ryan Richard

Secretary - George Copley

Director - Brenda O'Connor

Director - Barry Scott

Director – Tina Pierik

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

Marilyn noted that Gary was not running for election again this year and thanked him on our behalf for his many years of service to the Alumni Association and Alumni Foundation and his wise counsel and many contributions to both organizations over the years.

8. **Adjournment-**

The meeting was adjourned at 8:00 pm. Next AGM is on November 21, 2022

Appendix A

President's Report for the Foundation AGM Nov. 15, 2021

Prepared by Dave Allen, Foundation President

This past year and a half has been very challenging for all of us personally and within the organizations we work. We in the Foundation have not been able to carry on out the usual activities and yet we have continued to support the students at Esquimalt High School and the programs they are involved with. As an Association we have provided 3 - \$1000 scholarships last year and again this year to deserving students. We also provided funds for the 2020 Grad program and \$2000 to assist with the Musical Theatre production of 'Urine Town' this past spring. As well, as Barry already noted we have continued to sell Alumni merchandise of t-shirts and scarves to our members. Our fundraising has been different during this time with much of the money raised as a result of donations. For this I would like to sincerely thank the alumni members for generously contributing over \$4000 this past year. The specifics of these funds will be reported by Ryan in the treasurer's report.

It was nice this fall to get back involved in the Esquimalt RibFest Sept. 10, 11, 12 at Bullen Park where we were again able to partner with volunteers at the Rainbow Kitchen and the students of the EHS Leadership Class. At our booth at RibFest, we sold langos, pop and water we were able to raise just over \$5400. Each group provided 15 volunteers to work over the 3 day event helping in shifts of 6 people. As a result each of the 3 groups received their portion of just over \$1800 for the activities they carry out in the community. As noted in the recent newsletter if there are any alumni members who wish to help at next year's RibFest, please contact us through the Alumni e-mail, ehsalumni1959@gmail.com.

We are also hopeful that things will continue to settle and we will finally be able to have a fundraising event at the school. An Art Auction, of works by the late Esquimalt resident Joan Thompson, will hopefully be held in next spring to raise funds for the scholarship account. The auction will be held in connection with the EHS Fine Arts Department's year-end activity. This event was to be last year, but due to COVID restriction it was postponed until we could set-up at the school. Please watch for details in the spring edition of the newsletter for this fundraiser.

I would like to conclude by thanking all members of the executives of both the Alumni Association and the Foundation for their time and effort working to assist the students at EHS and acknowledge the wonderful support we receive from the school administration led by the principal Tina Pierek

Appendix B

Esquimalt High School Alumni Foundation

FINANCIAL REVIEW

November 1, 2020 - October 31, 2021

Esquimalt High School Alumni Foundation

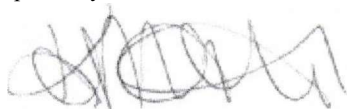
Financial Review Letter

November 15, 2021

I have undertaken a detailed review of the financial records for the fiscal year ended October 31, 2021 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

Respectfully submitted,

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

Kristin Morrison

Statement of Financial Position

	2020/2021	2019/2020	Change from Previous Year
<i>ASSETS</i>			
<u><i>Current Assets</i></u>			
Ledger Balance	\$2,604.46	\$1,780.24	\$824.22
Membership Shares	\$5.00	\$5.00	\$-
Accounts Receivable	\$-	\$-	\$-
	<i>\$2,609.46</i>	<i>\$1,785.24</i>	<i>\$824.22</i>
<i>LIABILITIES & NET ASSETS</i>			
<u><i>Current Liabilities</i></u>			
Accounts Payable ¹	\$1,810.23		\$1,810.23
<u><i>Net Assets</i></u>			
Restricted Net Assets ²	\$5.00	\$5.00	
Unrestricted Net Assets	\$2,604.46	\$1,780.24	\$824.22
<i>Bank Balance</i>	<i>\$4,419.69</i>	<i>\$1,785.24</i>	<i>\$2,634.45</i>
	<i>\$2,609.46</i>	<i>\$1,785.24</i>	<i>\$824.22</i>

¹ An outstanding cheque from one of the RibFest profit share partners.

² \$5.00 must be held as Coast Capital Savings Membership Shares to maintain membership

Statement of Operations

	<i>2020/2021</i>	<i>2019/2020</i>	CHANGE FROM PREVIOUS YEAR
<i>REVENUES</i>			
Bank Interest ³	\$-	\$0.17	-\$0.06
EHS Alumni Association Transfers	\$-	\$500.00	-\$500.00
Membership Fees	\$50.00	\$30.00	\$20.00
Fundraising - RibFest	\$7,496.60	\$-	\$7,496.60
Merchandise	\$170.00	\$-	\$170.00
	<i>\$7,716.60</i>	<i>\$530.17</i>	<i>\$7,186.43</i>
<i>EXPENSES</i>			
Administration	-\$40.00	-\$40.00	\$-
Esquimalt High School Transfers	-\$1,000.00	\$-	\$-
Office Expenses	\$-	\$-	\$-
RibFest — Profit Share to Partners ⁴	-\$3,620.46	\$-	\$3,620.46
RibFest — Direct Expenses	-\$1,271.92	\$-	\$1,271.92
Remembrance Day Wreath ⁵	\$-	-\$95.00	-\$95.00
EHS Alumni Association Transfers ⁶	-\$170.00	\$-	\$170.00
	<i>-\$6,102.38</i>	<i>-\$135.00</i>	<i>\$5,967.38</i>
Excess of Revenues Over Expenditures	\$1,614.22	\$395.17	\$1,219.05

³ Due to Covid-19 pandemic the bank has not been issuing interest for our bank account.

⁴ \$1810.23 was given to each of Esquimalt Rainbow Kitchen and Esquimalt High School's Leadership Class.

⁵ The Alumni Association covered the costs for the purchase of the wreath for the year.

⁶ RibFest merchandise sales transferred to the Alumni Association.

Proposed Budget for 2021/2022 Fiscal Year

Fundraising — RibFest (Net Profits)	\$3,000.00
Donations	\$100.00
	\$3,100.00
School Request for Funds	-\$2,000.00
Administration	-\$50.00
	-\$2,050.00
	\$1,050.00

Turf Field Account Statement
(Account Held in Trust with Greater Victoria School Board)

<i>Opening Balance</i>	<i>\$265,024.76</i>
Bank Miscellaneous	\$0.24
Bank Interest	\$1,191.85
Alumni Donations	\$1,130.67
Thrifty Smile Card Drive	\$566.88
<i>Closing Balance</i>	<i>\$267,914.40</i>

Proposed Motions

Motion #1: Move that the November 1, 2020 — October 31, 2021, *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 2021/2022 be approved.

Motion #4: Move that the Foundation appoint Kristin Morrison to perform the financial review for the 2021/2022 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.