

Meeting Minutes
Camilla School Support Association
Annual General Meeting
Camilla School Library
September 23, 2020 at 6:45 pm

In Attendance: Trisha Normandeau, Sherry Mahe, Bonnie Borle, Karen Halwa, Marla Zubiak, Dan Stephens, Robyn Sheehan, Carol Nelson

1.0 Call the meeting to order at 6:53 pm

1.1 Introduction of guests and executive members

1.2 Verification of quorum

2.0 Review of Agenda

Bonnie motioned to approve the agenda. Seconded by Trisha. All in favour. Motion carried.

3.0 Approval of minutes from previous Annual General Meeting (motion to accept)

Trisha motioned to approve the minutes from the 2019 AGM. Seconded by Bonnie, All in favour. Motion carried.

4.0 Reports

4.1 Financial

4.1.1 Previous fiscal year audited financial statements (motion to accept)

Trisha motioned to accept the audited financial statements as presented. Seconded by Marla. All in favour. Motion carried.

4.1.2 Current account balances:

General - \$59701.09

Casino - \$19779.92

PayPal - \$0

4.2 Board

4.2.1 Bylaw Amendments (if needed) – Special Resolution (motion to accept)

No amendments required

5.0 Elections

5.1 Dissolution of the current Executive (motion to dissolve the current executive)

Trisha motioned to dissolve the current executive. Seconded by Bonnie. All in favour. Motion carried.

5.2 Election of New Executive Members

5.2.1 President

Trisha Normandeau will let her name stand for president. After 3 calls, nominations closed. Trisha Normandeau elected president by acclamation.

5.2.2 Vice President

Sherry Mahe will let her name stand for vice president. After 3 calls, nominations closed. Sherry Mahe elected vice president by acclamation.

5.2.3 Secretary

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Nominations for secretary opened. Trisha Normandeau nominated Carol Nelson. After 3 calls, nominations closed. Carol Nelson elected secretary by acclamation.

5.2.4 Treasurer

Karen Halwa will let her name stand for treasurer. After 3 calls, nominations closed. Karen Halwa elected treasurer by acclamation.

5.2.5 Casino Chair

Bonnie Borle will let her name stand for casino chair. After 3 calls, nominations closed. Bonnie Borle elected casino chair by acclamation.

5.2.6 Grant Chair

Marla Zubiak will let her name stand for grant chair. After 3 calls, nominations closed. Marla Zubiak elected grant chair by acclamation.

5.2.7 Directors at Large

No nominations for directors at large.

5.3 Two Financial Auditors (members without signing authority – elect or motion to appoint)

Trisha motioned to appoint Robyn Sheehan and Bonnie Borle as financial auditors for the next fiscal year. Seconded by Sherry. All in favour. Motion carried.

6.0 Signing Authority Change (if necessary, motion to remove & replace)

Trisha motioned to add Carol Nelson to have signing authority on all CSSA bank accounts and that all cheques will require 2 signatures. Seconded by Bonnie. All in favour. Motion carried.

7.0 Next Meeting of the Camilla School Support Association October 20, 2020 at 5:45 pm

CSSA meetings will be on the 3rd Tuesday evening of each month following the monthly SAC meetings. The meetings will be 5:45pm – 6:30pm.

8.0 Adjourn at 7:05 pm

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Action Items:

- 1) **President:** Notify Corporate Registries, in writing, of all new and returning Executive/Directors/Offices
- 2) **President:** If necessary, submit Special Resolution re bylaw changes to Corporate Registries
- 3) **President:** Notify AGLC, in writing (form on AGLC website), of all new and returning Executive/Directors/Officers
- 4) **President:** Notify AGLC, in writing, of approved bylaws once received from Corporate Registries (if needed)
- 5) **Vice President:** Arrange updating of website with new names and contact information (if needed)
- 6) **Vice President:** Source and distribute information on resources, support, training available for executive (if needed) such as ASCA, AGLC, Alberta Board Development, etc.
- 7) **Treasurer:** Set up appointment with bank to change signing authorities if needed
- 8) **Secretary:** Provide summary of meeting to all members and interested parties.