

**ESQUIMALT HIGH SCHOOL ADVANCEMENT OF
EDUCATION FUNDING SOCIETY (the “FUNDING SOCIETY”)
ANNUAL GENERAL MEETING**

**Monday, November 18, 2013
Esquimalt High School, 847 Colville Road
(Immediately After the Alumni Association AGM)**

1. **Call to Order.** Gary Moser, Moderator, called the meeting of the Funding Society to order at 7:55PM.
2. **Approval of Minutes from 2012 AGM.** Gary Moser moved a motion to approve the minutes from the 2012 AGM as tabled. Seconded: George Copley. Carried
3. **President’s Report.** Dave Allen, President, explained why there are two associations: the Alumni Association and the Funding Society. Basically, the structure is dictated by Revenue Canada’s restrictive rules surrounding charitable status. The Funding Society is restricted to narrow charitable purposes so as to be eligible to issue tax receipts for donations, a status which we are working towards. The Alumni Association can have broader purposes since it does not need to have status as a charity. Thus, the Funding Society carries out fund raising and the Alumni Association carries out the broader purposes-spending wisely and raising the profile of the school and Association in the broader community- as described by Gary Moser at the last meeting.

Dave then recognized by name the members of the executive and thanked each of them for their contributions throughout the previous year. He also supported Wes in recognizing Brian Mee as a founding director who has supported the organization since its inception and who has worked tirelessly for the benefit of the Alumni Association, the Funding Society, the school and the community: he said thank you Brian on behalf of the Society.

Speaking of fundraising, we continue to sell T-shirts (making a small profit on each) and sell scarves on behalf of the basketball team (remitting the proceeds to the team). Ribfest held at the end of this summer was a success and we hope to expand our efforts in order to substantially exceed the several thousand dollars obtained this year for the benefit of the school. Buccaneer Days participation helps to raise the profile of the Alumni Association along with some modest sales of T-shirts and scarves. Donations are a principal source of funds this year with about 25 people donating around \$2,000. Finally, the one-time membership fee of \$10 for new members helps defray costs of the Alumni Association. The Funding Society owes its success to the support of the membership and needs their continued participation and support.

4. **Treasurer’s Report-** Dave Allen (acting for the Treasurer Paul Wickens who could not be here) presented the Treasurer’s Report which consisted of 4 documents attached to these Minutes as Attachments A, Balance Sheet for 2012-2013 Fiscal Year for the

Funding Society, Attachment B, Proposed Budget for 2013-2014 Fiscal Year for the Funding Society, Attachment C, Funding Society Financial Review and Audit for Fiscal Year Ended October 31, 2013, and Attachment D, Proposed Motions by Treasurer for Funding Society AGM, November 18, 2013.

20012/13 Financial Statement and Audit.

The Balance Sheet shows that there are two components to the Funding Society's accounting for revenue and expense. The first component (no tax receipts) consists of the Society Administration account (balance at year-end of \$498.36) and specific purpose funds (ie lighting board for theatre) which are mostly expended in the year for those purposes (balance at year-end of \$0.83). The second component (tax receipts) is an account held by SD61, which issues the tax receipts, consists of donations allocated to specific purposes, last year for the Scholarship Fund, which stands at \$22,252.51, the balance at November 18, 2013, after the two \$750 scholarships awarded this year have been deducted.

2013/14 Budget, Signing Officers, and Auditor. .

The Proposed Budget for the coming Fiscal Year (Attachment B) estimates revenues of \$200 and expenses of \$100 for a net balance of \$100 in the Administration Account. The Scholarship Fund (net balance at October 31, 2014, after payment of the two \$750 scholarships is \$23,751.51) and the School Bus Fund (net balance at October 31, 2013, of \$4,000) will both have revenue coming from donations where the donors can decide which of the Funds to contribute all of their donation to or to split the donation 50/50 between the Funds. Revenue from Ribfest will go into the Bus Fund.

Art Gamble, the auditor, reported that on completion of his review of the Funding Society's financial records he was satisfied they were in good order and accurately reflected the previous fiscal years operations (Attachment C)

Dave Allen then moved 5 motions for approval by the attending members. Each was seconded, put to a vote, and carried. The motions and their seconders were as follows.

1. Move that the October 31, 2013, Financial Statement be received and recorded in minutes. Shirley Anderson seconded.
2. Move that the financial review and audit report by Art Gamble be accepted. Hazel McCleary seconded.
3. Move that the proposed budget for 2013-2014 Fiscal Year be approved. Bill Emery seconded.
4. Move that the Society appoint Art Gamble as auditor for the 2013-2014 Fiscal Year. Brian Mee seconded.
5. Move that the society approve the positions of President, Vice President, Secretary and Treasurer as signing officers (any 2 of 4 signatures required) of the Society and the Society continue to use Coast Capital Saving for banking. Barry Scott seconded.

Report on Fundraising and Scholarship Funds for last 8 years:

Dave then gave a summary report on fundraising over the last 8 years. It is noteworthy that over the first 5 years approximately \$20,000 was raised and that total was more than doubled over the next 3 years. We hope to continue this successful fundraising in the future. Some projects at the school funded by the Society were:

- A new sound system, microphone and sound booth.
- Seats repaired in the theatre.
- Front Flooring in the theatre replaced.
- A new lighting board installed in the theatre.
- Trophy case installed in the foyer.
- Risers purchased for the choir.

Support of the membership has made this possible and the Society has put almost \$45,000 into the school in the last 8 years.

Dave then recognized Ray Bryant, who had earlier attended the meeting, but had to leave as one of the main persons who helped start the Alumni Association.

6. **Fund Raising 2013/2014 & Thrifty Cards:** Dave Allen reported that Thrifty cards are available for pickup just outside the theatre and he said they are “magic for the school”. They work in the following fashion. The basic idea is that if shoppers at Thrifty’s use these cards in paying for purchases, Thrifty’s will donate a maximum of \$2,500 to the school when the total amount purchased under these cards reaches \$50,000. While this seems like a large sum it is very easily attainable if there are a large number of persons using them. For instance, PAC which took care of administration of this program last year (and will this year), reached the \$50,000 level in the last two years with no trouble. There is no extra cost to the customer using the cards and in practice the process is simple. When finished shopping the customer proceeds to the checkout and asks the cashier to load the card with a sum of money, say for example, \$50 or \$100. Then the card is tendered back to the cashier in payment for the groceries. Dave urged each person in attendance to pick up a card on their way out at the end of the meeting.

7. **Election of Officers.** Brian Mee presented the following nominations for the officers of the Funding Society to serve a 1 year term:

President: Dave Allen
Vice President: Gary Moser
Secretary: George Copley
Treasurer: Paul Wickens
Director: Wes Umphrey
Director: Colin Roberts
Director: Cathy Praud
Director: Barry Scott

There were no further nominations and so Brian declared the slate of officers duly elected by acclamation.

8. **Adjournment.** There being no further business the meeting was declared adjourned. (Next AGM November 17, 2014)

Attachment D

E.H.S. Advancement of Education Funding Society
For
Annual General Meeting, November 18, 2013

Proposed Motions by TREASURER

1. Move that the Oct. 31, 2012 Financial Statement be received and recorded in the minutes.
2. Move that the financial review and audit report by Art Gamble be accepted.
3. Move that the proposed budget for 2013-2014 Fiscal Year be approved.
4. Move that the society appoint Art Gamble as auditor for 2013-2014 fiscal year.
5. Move that the society approve the positions of President, Vice President, Secretary and Treasurer as signing officers (any 2 of 4 signatures required) of the society and the society continue to use Coast Capital Saving for banking.