

**Esquimalt High School Advancement of Education Funding Society (the
Funding Society) Annual General Meeting**

Monday, November 16, 2015

Esquimalt High School, 847 Colville Road

1. Call to Order Gary Moser, Moderator
The meeting was called to order at 8:15 pm. It was determined there were 38 members present and Gary declared a quorum present.

2. Approval of Agenda Gary Moser
The agenda had been circulated by mail. There were no changes or additions and was accepted as circulated.

3. Approval of Minutes from 2014 AGM Dave for George Copley
Dave moved the acceptance of the minutes as posted on the website. Seconded by Wes Umphrey. The minutes of the 2014 meeting were approved.

4. President's Report Dave Allen
Dave added his thanks to all those members who volunteered for activities this past year. He went on to thank the executive members for all their work over 2015. Dave referred to the sign-up list just outside the door, and encouraged members to sign up if they thought they might be able to help out with various activities planned for the coming year. There are 62 names on the list so far. Add your e-mail address to your name if you wish. He also asked members if their e-mail had changed that they inform the executive through the e-mail, ehsalumni1959@gmail.com.

We have already heard in the previous meeting about the 2016 year's activities. These are designed to help pay off the bus and add to the scholarship fund. As well, we have been asked to add to our scholarship fund, money from the Esquimalt Writers' Group, who are disbanding. Also funds from the Esquimalt Kiwanis Club will be added to the scholarship money as they also will not continue with their scholarship. On behalf of the Alumni Association, Dave gave thanks for these two groups who have put their funds in our Association to have scholarships awarded over the next 4 years. At that time we hope to have enough funds in the Alumni Scholarship Fund so that the total number of scholarships awarded will continue to be 4.

5. Treasurer's Report

Paul Wickens-Jobling

2014/15 Financial Statements & Audit

Paul displayed on an overhead screen the financial statement of 2015 for the Society (Attachment A). There is a balance of \$4,521.04 to start the coming year. Paul moved this report be accepted as presented. Seconded by Barb Jones. Carried. He also moved the financial review by Art Gamble (Attachment B) be accepted. Seconded by Cathy Praud. Carried

2015/16 Budget, Signing Officers, & Auditor

The budget for next year (Attachment C) was displayed on the screen and a motion to approve it was moved by Paul, seconded by Art Gamble and the motion was carried. Paul also moved a motion that the society approve that any two of the positions of President, Vice President, Secretary, and/or Treasurer be signing officers of the Society and that the Society use Coast Capital for its banking. Seconded by Barry Scott. Carried

Report on Funds Raised through the Centennial Celebration

Paul reported on the events of the past year that were held as part of the Centennial Celebration (Attachments E, F, G, H). He asked these reports be attached to the minutes.

Report on Fund Raising for School Bus and Scholarship Fund

Paul reported that we have \$24,564.00 in the Scholarship Fund. Dave added that we have paid \$67,000 towards the new bus leaving a balance of \$13,500 and about \$4,000 for signage on the bus, for a total of \$17,500. Both of these accounts are kept through the school.

6. Fund Raising 2015/16

Dave Allen

Two events are being planned for 2016. They are a golf tournament and variety shows. We would share the proceeds for the variety shows and expect our share to be about \$3,000 and the golf tournament \$1,000.

7. Election of Officers

Trish Best

Trish read the nominations for the 2016 board to serve for one year:

President – Dave Allen

Vice President – Gary Moser

Treasurer – Paul Wickens-Jobling

Secretary – George Copley

Director – Cathy Wong

Director – Barry Scott

Director – Tammy Renyard

Director – Brenda O'Connor

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

8. Adjournment (Next AGM November 21, 2016)

With unfortunate world events taking place, Gary reminded us how fortunate we are to live in Canada and we should take care of each other.

Attachment A

Balance Sheet For EHS Advancement of Education Funding Society 2014 – 2015 Fiscal Year As at October 31, 2015

Bank Membership		\$ 5.00
<u>Society Administration</u>		
Previous Balance		\$ 465.44
Income	\$ 0.00	
Income - Interest	\$ 0.00	
Expense	\$ 25.00	
Balance		\$ 440.44
Balance		\$ 440.44
<u>Fundraising</u>		
Staff Reunion	\$ 236.20	
May School Reunion	\$ 2,608.65	
Student Celebration	\$ (302.60)	
Golf Tournament	\$ 129.60	
Ribfest	\$1,408.75	
Balance		\$ 4,080.60
Donation to Bus Fund	\$4,000.00	
Balance		\$ 80.60
<u>Bank Account</u>		
Previous Balance		\$ 465.44
Deposits	\$ 40,382.61	
Interest & Membership	\$ 1.26	
Withdrawals	\$ 36,328.27	
Balance		\$ 4,055.60
Total Net Balance		\$ 4,521.04

SUBMITTED BY: Paul Wickens-Jobling, Treasurer

Attachment B

Esquimalt High School

Advancement of Education Funding Society

Financial Review and Audit for Fiscal Year Ended

October 31, 2015

I have undertaken a detailed review of the financial records for the fiscal year and year ended October 31, 2015 for the above Society. This review consisted of an examination of all transactions processed by the society 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,

Arthur J Gamble

November , 2015

Attachment C
Proposed Budget
EHS Advancement of Education Funding Society
2015 - 2016 Fiscal Year
November 1, 2015 to October 31, 2016

Administration

Balance Forward (Nov. 1, 2015)	\$440.44
Revenue	
Fundraising	\$400.00
Expenses	
Society Registration	\$ 25.00
Postage	<u>\$275.00</u>
	\$300.00
Net	\$100.00
Balance Oct. 31, 2016	<u>\$540.44</u>

Scholarship Fund

Balance Forward (Nov. 2015)	\$24565.74
Revenue	
Donations 2015-16	\$1200.00
Interest	<u>\$1800.00</u>
Total	\$3000.00
Expenses	
Scholarships (2 @ \$1000.00)	<u>\$2000.00</u>
Net	\$1000.00
Balance Oct. 31, 2016	<u>\$25565.74</u>

School Bus Fund

Revenue	
Donations 2015-16	\$1200.00
RibFest (Sept. 2016)	\$1500.00
Fundraising	<u>\$1000.00</u>
Total	\$3700.00

Net Proceeds (For School Bus Project) \$3700.00

SUBMITTED BY: Paul Wickens-Jobling, Treasurer

Attachment D

E.H.S. Advancement of Education Funding Society For Annual General Meeting, November 16, 2015

Proposed Motions by TREASURER

1. Move that the Oct 31, 2015 Financial Statement be received and recorded in minutes.
2. Move that the financial review and audit report by Arthur Gamble be accepted.
3. Move that the proposed budget for 2015-2016 Fiscal Year be approved.
4. Move that the society approve the positions of President, Vice President, Secretary and Treasurer as signing officers of the society and the society continue to use Coast Capital Savings for banking

Attachment E

Summary of Centennial Fundraising

Staff Reunion	\$ 236.20
May School Reunion	\$2608.65
Student Celebration	-\$ 302.60
Golf Tournament	\$ 129.60
RibFest	<u>\$1408.75</u>
Total	\$4080.60
To Bus Fund	<u>\$4000.00</u>

Attachment F

Financial Statement for the Staff Reunion

Revenue:

Registration	78 x \$20	\$1560.00
Bar		\$ 255.00
50/50		\$ 130.00
Return Empties		<u>\$ 5.50</u>
Total		\$ 1950.50

Expenses:

Food		\$ 1200.00
Serving Food		\$ 192.00
Bar Liquor		\$ 125.24
License		\$ 25.00
Decorations		\$ 46.50
Set-up (Table Cloths, Wine Glasses)		<u>\$ 125.56</u>
Total		\$ 1714.30
Net Profit		<u>\$ 236.20</u>

Attachment G

Financial Statement for May Reunion

Revenue:

Ticket Sales:

Friday - 428 X \$25	\$10700.00
Both - 136 X \$90	\$12240.00
Saturday - 19 X \$75	<u>\$ 1425.00</u>
Total	\$24365.00
Bar Sales (Beer, Cider, Wine, Pop & Water)	\$ 6583.00
Grant	\$ 750.00
Refund of PST	\$ 635.61
Interest	<u>\$ 1.47</u>
Grand Total	\$32335.08

Expenses:

Refund of tickets	\$ 360.00
Bar Service	\$ 1172.31
Beer & Cider	\$ 1614.01
Wine	\$ 1038.60
Wine for Dinner	\$ 754.37
Pop & Water	\$ 252.22
Ice	\$ 205.59
Food and Gratuity	\$15892.68
Decorations	\$ 1180.00
Security	\$ 1730.16
Arena Rental	\$ 2131.30
Insurance	\$ 450.00
Displays	\$ 575.89
Music	\$ 787.50
Advertising	\$ 82.21
Permit & PST	\$ 1180.48
Centennial Brick	\$ 200.00
Donation to Esquimalt Photo Club	\$ 100.00
Postage	<u>\$ 19.11</u>
Grand Total	\$29726.43

Balance \$ 2608.65

Attachment H

Financial Statement for Golf Tournament

Revenue

Registrations:	20 X \$65.00	\$1300.00
	4 X \$60.00	\$ 240.00
Donations:	Moser	\$ 40.00
	Woods	<u>\$ 20.00</u>
	Total	\$1600.00

Expenses

Gorge Vale:	24 X 52.00 + Tax at .05	\$1310.40
	(\$500 deposit + \$810.40 cheque)	
Prizes not donated: (Keg Certificates)		<u>\$ 160.00</u>
	Total	\$1470.40
	Profit	\$ 129.60