



**J.J. Bowlen Parent Association  
Annual General Meeting Minutes  
Monday, September 28, 2020**

In Attendance: Maureen M., Sabina M., Barbara W., Cassandra F., Claudia B., Karla J., Shelly B., Sonia A., Theresa P., Mr. McGoey

1. Call to order  
This meeting was called to order at 6:55 pm.
2. Adoption of Agenda for September 28, 2020
  - a. The motion to adopt the agenda for September 28, 2020 was made by Maureen M.
  - b. The motion was seconded by Barbara W.
3. Adoption of Minutes from June 8, 2020
  - a. The motion to adopt the June 8, 2020 minutes as presented was made by Maureen M.
  - b. The motion was seconded by Sonia A.
4. President's Report
  - a. Attendance at our meetings averaged between 10-15 parents with both Mr. McGoey (Principal) and Mr. Pagnucco (Vice Principal) in attendance. The association met 5 times in person during the school year and 2 times online due to COVID-19 pandemic shut down.
  - b. We have a general account with a small amount of funds to help with staff appreciation luncheon and Gr.9 Farewell. Due to the pandemic, the staff luncheon did not take place but the Association contributed to the Grade 9 farewell gifts.
5. Treasurer's Report
  - a. Audited Financial Statement for April 30<sup>th</sup>, 2020 – the statements were audited by Rosie F and Rita F but Treasurer Ann Marie W. is not at the meeting to present this report.
  - b. Motion to Accept Statements Audited by Rosie R. and Rita F – tabled until next meeting when Treasurer Ann Marie W. can present the audited financial statement.
  - c. Summary of Casino Account Activity for 2019/2020 School Year – In Ann Marie W's absence, Sabina M presented the Treasurer's Report, including book and bank balances and recent account activity. (see balances below)

Month	Book Balance	Bank Balance	Remarks
May 2020	\$30,189.81	<b>\$32,189.81</b>	• NP-Motion for Awards 2019/20-\$2,000
Jun 2020	\$30,189.81	<b>\$30,189.81</b>	• EXP-Chq 009: Awards 2019/20-\$2,000
Jul 2020	\$30,189.81	<b>\$30,189.81</b>	•
Aug 2020	\$30,189.81	<b>\$30,189.81</b>	•
Sep 2020	\$30,189.81	<b>\$30,189.81</b>	•

**Note :**

- *exp (expense)*
- *inc (income)*
- *np (not paid)*

6. Call for Executive positions

The executive positions in the Association reflect the positions in the Council. So, the first four positions will be the same as the Council. Maureen M. asked if anyone wanted to put their names forward for these positions in the Association. If no one steps forward, those positions will be accepted by acclamation. No parents at the meeting stepped forward, so the first four positions remain the same as the Council.

- a. President – Sabina M.
- b. Vice President – Shelly B.
- c. Secretary – Theresa P.
- d. Treasurer - Ann Marie W.
- e. Casino Chair – Claudia B., who has experience as a Casino Chair for an elementary school, has offered to step into this position. No one else at the meeting put their name forward so Claudia B is accepted in the position of Casino Chair.
- f. Elect two members of the board to review the books for the 2020/21 school year. Sabina M. outlined the responsibilities of this role and asked for volunteers. Barbara W. and Sonia A. stepped forward.

7. Casino Report

- a. Due to COVID-19, our usual 4<sup>th</sup> quarter 2020 casino date has been postponed and we are still awaiting a new date, tentatively the 1<sup>st</sup> or 2<sup>nd</sup> quarter of 2021.
- b. Sabina M. will either get the casino paperwork from former Casino Chair Paula S. or will connect Claudia B. and Paula S.
- c. Barbara W. passed along some notes from Paula S. including some notes about how we need to proceed with updating our information.

8. New Business

- a. Select all meeting dates for the school year 2020/21 (same as School Council). Dates were chosen during the Council meeting. Those dates are: November 9, December 7, February 8, April 12, and June 7.
- b. Fundraising – due to the pandemic and the school closure, our planned fundraiser was put on hold. If we wish to be able to help out with luncheon and Grade 9 Farewell we need to do some fundraising. Sabina M. asked if the parents attending have any suggestions. Maureen M. suggested the Learn-a-thon and mentioned that it has the potential to raise funds and is COVID friendly. Mr. McGoey will take this to the staff meeting this week. He asked if there are any preferred dates. He suggested January.

9. Adjournment

The meeting was adjourned at 7:16 pm.