



2-24400 Hwy 37
Sturgeon County, AB
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780-973-9191



Namao School Fundraising Association (NSFA) Meeting Agenda

May 16, 2022

In Attendance

Jaclyn Miller, Cherie Speer, Tasha Oatway-McLay, Darwin Krips, Sonia Baroudi, Amberly Ng-Paranich, Taryn Gerlinsky, Leanne Schneider, Erin Pruden, Terri-Lynn England, Erin Spooner, Maeghan Soon, Trisha Forsyth, Angela Wilson, Louise Loh, Candice Norlander, Sarah Vestby

AGM meeting called to order by Sonia Baroudi at 7:33 p.m.

Directors in attendance:

Sonia Baroudi, current NSFA chair.
Sarah Vestby, current NSFA vice-chair and secretary.
Terri-Lynn England, current Treasure.
Taryn Gerlinsky, member at large.

1. Verification of Quorum as per NSFA bylaws:

- i. At this meeting, there shall be elected a President, Vice-President, Secretary, Treasurer, (or Secretary-Treasurer), and optionally, up to **15** Directors (Members at large). The Officers and Directors (Members at large) so elected shall form a Board and shall serve until the end of the meeting at which their successors are elected.
- ii. Quorum at an Annual General Meeting of the Membership shall be 4 Members, 3 of whom must be voting Members.

1. Approve April minutes. Motioned by Sonia Baroudi,
Seconded by Terri-Lynn England. Minutes are approved.

2. Treasures Report

- i. Previous Fiscal Year Audited Financial Statements, May 1st – April 30th.
Motion to accept statements by Terri Lynn England. Seconded by Leanne Schneider.
- ii. Financial Update: See attached.
Terri-Lynn motions to withdraw funds from Nutrition Account to pay back parents for balances due from the now closed Hot Lunch Program. Total amount will be \$818.50.
Seconded by Taryn Gerlinsky.
- iii. Update on HH profits 2021/22 – April \$443 to date.
- iv. Terri-Lynn motions to transfer the sum of \$355.15 from the Nutrition account to the General account, to cover the cost of the cheques written out for the teachers appreciation lunch.
Seconded by Taryn Gerlinsky,
- v. New Operating Procedures:
A. Fund-Raising Campaigns SOP - See attached

B. Proposal Submission Form – Attached.

3. Standing Business

- i. Membership fees-
Last school year we had purchased an ASCA membership. In the 2022/2023 we will NOT renew this.
- ii. Organization Structure Review:
 - a. NSFA board of executives is consisted of (1) President, (1) Vice-President, (1) Secretary, (1) Treasurer, OR (1) Secretary-Treasurer – These positions are mandatory. The Office of the Secretary and Treasurer may be filled by one person if the membership at any General Meeting of the Membership for the election of Officers shall so decide.
 - b. Members At Large (voting members): A maximum of **15** additional **Members at Large** may be voted.
 - c. All Members of the Board will:
 - i. Attend Annual, Regular and Special General Meetings of the Membership.
 - ii. Be prepared for, attend, and actively participate in all Meetings of the Board.
 - iii. **Will not miss more than three meetings.**
 - iv. Actively support the initiatives and actions of the Association.
 - v. Approve, where appropriate, policy and other recommendations received from the Board and its standing committees.
 - vi. Review the Bylaws and recommend Board-approved Bylaw changes to the membership.

4. Current Initiatives

- i. 50/50 Raffle running June 2022.
- ii. Shelter belt going in May 14 and 21st -Still use some volunteers.
- iii. Erin Pruden has secured a donation of \$1,000 from Hexion Canada inc. Donations will be used on east shelter belt.

5. New Business

- i. Approved Fundraising events for 2022/2023 School year
 - Little Cesar's Pizza (October) – Allocated to Big Project Campaign.
 - Purdy's Christmas Chocolates (Nov/Dec) – Allocated to Classroom Improvement Campaign.
 - Krispy Cream (Feb) – Allocated to Nutrition Initiatives Campaign.
 - Growing Smiles (May) – Allocated to Outdoor Improvement Campaign.
 - Bottle Drive (May) – Allocated to Outdoor Improvement Campaign.
 - Raffle (June) – Allocated to Big Project Campaign.
 - ii. Initiatives for 2022/2023 School Year
 - (a) Outdoor fence art (Namao Royals-approved April 2022)
 - (b) The Big Project Initiative – Upgrade school track and fields. Will continue into following years.
 - (c) Teachers asks are to be addressed and implemented in September 2022.
 - (d) Casino: Awaiting new lotto for the casino. Our last casino was Nov 2021.
- ii. Review of “Approved Use of Proceeds” from AGLC – attached.

6. Elections of Board Members

- i. PRESIDENT: Currently held by Sonia Baroudi.
Sonia would like to run for chair again for 2022/2023 school year. Would anyone else like to run for Chair? No. All in favor of Sonia Baroudi. Yes. Objections? None. Position Acclaimed. Congrats!

VICE PRESIDENT: VACANT:

Any nominations for vice chair? Sonia would like to nominate Erin Spooner as NSFA vice chair. All in favor of Erin Spooner. Yes. Objections? None. Position Acclaimed.

SECRETARY: VACANT:

Sonia Would like to nominate Trisha Forsyth as NSFA secretary. All in favor of Trisha Forsyth. Yes. Objections? None. Position Acclaimed.

TREASURE: Currently held by Terri-Lynn England

Terri-Lynn would like to run for treasure again for 2022/2023 school year. Would anyone else like to run for Treasure? No. All in favor of Terri-Lynn England? Yes. Objections? None. Position Acclaimed.

7. Dissolution of the current Members at Large

Sonia Motions to dissolve NSFA members at large of 2021/2022 school year. Second by Leanne Schnieder.

8. Election of New Members at Large (*maximum of 15*):

- i. Sonia nominates Jaclyn Miller as member at large. All in Favor? Yes. Objections? None.
- ii. Sonia nominates Erin Pruden as member at large. All in Favor? Yes. Objections? None.
- iii. Sonia nominates Leanne Schnieder as member at large. All in Favor? Yes. Objections? None.
- iv. Sonia nominates Amberly Ng-Paranich as member at large. All in Favor? Yes. Objections? None.
- v. Sonia nominates Angela Willson as member at large. All in Favor? Yes. Objections? None.
- vi. Jaclyn Miller nominates Cherie Spear as member at large. All in Favour? Yes. Objections? None.
- vii. Angela Wilson nominates Candice Norlander as member at large. All in Favour? Yes. Objections? None.

All members are now voted in for the 2022/2023 school year.

9. Signing Authority Change

Sonia Baroudi motions to remove Sarah Vestby from signing authority of NSFA accounts.

Seconded by Erin Spooner.

Sonia Baroudi motions to have Erin Spooner added as signing authority for NSFA ATB account as new vice chair. Seconded by Sarah Vestby.

Next meeting: September 19, 2022

Meeting Adjourned at 8:24p.m.