

FLHS Parent Advisory Meeting Minutes
September 24, 2024
In Person FLHS Learning Commons 6:30pm
flhsadvisoryassociation@gmail.com

Attendees: Matt F, Amber AG, Lori K, Sabina B, Marcy M, Tina B, Sharon M, Hyam E, Betty L

1. Call Meeting to Order 7:30pm

- Introductions of our current council

2. Approve Agenda for September 24, 2024

1st Sabina 2nd Betty

3. Approve Minutes from the last meeting on May 21, 2024.

1st Sabina 2nd Betty

4. Chair Report

- Welcome remarks

5. Old Business

- Casino Update - We do not have an official date yet, when we spoke with AGLC they indicated our spot was being held but information would not be released until the bylaws were approved and filed by registries.

6. Treasurer Report:

- Casino Account Bank Balance as of August 23, 2024 \$ 79,436.93

Note: Bank Statement for September is not yet available at the time of AGM Meeting as the closing statement date is the 23rd of each month
See Attached Interim Balance Sheet October 01, 2023 to September 23, 2024.

Cheques that were written in summer not cleared the bank as of August

Bank Statement \$9,152.40

Bank Balance \$70,284.53 after cheques clear.

- 50/50 and Raffle Fundraising Proceeds Allocated to Specific Programing
Carryover donation and revenue amounts from previous fundraising events that need to be held in trust:

Dance Department \$ 50.00 General Account

\$ 91.50 Casino Account

\$ 141.50

Wrestling Team \$ 46.50 General Account

\$ 106.00 Casino Account

\$ 152.50

Band Program \$ 156.50 Casino Account

CTS \$2270.00 Casino Account

Total Funds held in trust from Casino Account \$2624.00

We recommend that these funds should be spent as soon as possible.

- Previous Approvals from 2023-2024 school Year not yet paid

1. Field Trip Science Centre LEAD

Approval Number 20231121-2C \$482.00

2. Field Trip Photography

Approval Number 20240521-01 \$250.00

Total Funds held in trust from Casino Account \$ 732.00

- Available Casino Balance going into the 2024-2025 school is \$66,928.53

7. Principal Report:

8. New Business: We have received \$ 13,922.89 funding requests prior to tonight's meeting.

CTS - Cosmetology \$1462.60 20240924-1

Girls Basketball \$3034.00 20240924-2

CTS Mechanics \$ 381.29 20240924-3

Phys ED 10 \$7500.00 20240924-4

LEAD Bowling Field Trip \$ 350.00 20240924-5

illFX Dance \$1195.00 20240924-6

could apply funds (\$141.50)

9. Motions: Amber motion to approve up to \$14,750.00. All in favour. Motion passed

10: AGM Elections

Brief overview of FLHS Parent Advisory Executive Council Positions and Expectations.

Chairperson

Will preside over monthly executive meetings and ensure that a meeting agenda is prepared, serve as a direct liaison between school admin and the parent's group, and must be a signing officer.

Vice - Chairperson

Will support the chair, assume the duties of the Chairperson in the Chairpersons absence, and help with activities as required.

Secretary

Ensure meeting attendance is taken, Attend and record minutes of monthly meetings, prepare and make available the minutes in a timely manner prior to next meeting and forward a copy of minutes electronically to the chairperson and school administration.

This position is usually undertaken by the same person who is elected treasurer on the Parent Advisory Board.

Treasurer

Ensure all funds are properly accounted for complete bank deposits, disburse funds as authorised by the committee, report on all transactions, make financial records available at each meeting. complete and submit year end audits and must be a signing officer.

This position is usually undertaken by the same person who is elected treasurer on the Parent Advisory Board.

Casino Chairperson

Coordinates casino activities (Typically takes place every 18 months). Files all necessary documents relating to Casino matters with the AGLC Carries out other duties as may be required for the casino like recruiting volunteers and scheduling shifts.

- Proceed with AGM nominations and vote for positions on the executive council.

Chairperson

Nominations (must record if self-nominated): Amber - Self nominated

Voting Result Unanimous Yes

Elected: First Name: Amber Last Name: Anderson-Godfrey

Vice - Chairperson

Nominations (must record if self-nominated): Betty - Self nominated

Voting Result Unanimous Yes

Elected: First Name: Betty Last Name: Lam

Secretary

Nominations (must record if self-nominated): Marcy - Self nominated

Voting Result Unanimous Yes

Elected: First: Name: Marcy Last Name: Moir

Treasurer

Nominations (must record if self-nominated): Lori - Self nominated

Voting Result Unanimous Yes

Elected: First Name: Lori Last Name: Kariga

Casino Chairperson

Nominations (must record if self-nominated): Tabled

Voting Result Unanimous _____ Yes _____ No

Elected: First Name: _____ Last Name: _____

Note: Amber-Anderson-Godfrey will mentor incoming Casino Chair and it will probably take place mid 2025 or after 2025-2026 school starts.

8. Set next meeting date: October 15, 2024

9. Meeting Adjourned:8:05pm