

Penhold School
Parent Advisory Council
Tuesday, October 18, 2022
Minutes

- 1) Meeting Called to Order at 6:33pm by President, Ridehl Wilson

Members Present: Giselle Meyer, Acting Principal
 Mark Crawford, Acting Vice Principal
 Ridehl Wilson, President
 Natasha Caissie, Treasurer
 Renee Mairs, Secretary
 Nora Holben, Director
 Jamie Seiyama, Town of Penhold FCSS Community Worker
 Ken Denson, Penhold Town Council
 Jenna Murphy, Parent
 Amanda Barrett, Parent
 Amanda Wilson, Parent
 Alison Blair, Parent

- 2) Welcome and introductions

- 3) Approval of Agenda for October 18, 2022 meeting

Motion to approve the Agenda.

Moved by: Nora

CARRIED

- 4) Approval of the Minutes*, as presented (OR as amended)

- a. *September 20 2022*

Motion to amend the minutes to dissolve under 6.1 the elections.

Moved by: Nora

CARRIED

Motion to approve the amended minutes

Moved by: Alison

CARRIED

- 5) Financial Report: Treasurer – *Natasha Caissie*

- a. Review of the Treasurer's Report *September 2022*
- b. *All activity based on fundraising efforts as seen on the report*
- c. *\$9,359.57 in the General Account*
- d. *\$6,110.25 in the casino account*
- e. *Cheques given to Natasha for deposit from the Optimus Club and the meat draw payout*
- f. *Natasha approached by Optimus club to help with the playground*

Motion to approve the Treasurer's Report, as presented.

Moved by: Nora

CARRIED

- 6) Executive Report:

- a. Correspondence – one fundraiser promo in the box
- b. Annual Return: to corporate registries. Ridhel filed that.

- 7) Fundraising Report – Fundraising Coordinator – Ridehl Wilson
- a. Meat Draw: We got the pay-out. Ridehl sent an email saying that the school was not going to go ahead with the draw moving forward. We can contact Carol if we change our minds.
 - b. Non-gaming fundraising event ideas
 - a. Christmas Cash Raffle
 - b. Spring Cookie Dough In-Dey-Go
 - c. Fall Festival Cornhole Tournament
 - d. Fall Festival Craft Beer raffle and 50/50
 - e. Charity Checkstop
- 8) New Business
- a. Permission to shred casino documents from 2018 and raffle (50/50) documents from 2019:
Motion to shred the documents
Moved by: Alison
CARRIED
 - b. Charitable Tax Donation Receipts: There is a template in the drop box folder. Self - explanatory. Issued one to Organize Oasis for their donation. Ridehl to follow-up with Cornhole tournament guy to get him the receipt.
- 9) Elections
- a. Dissolution of the current executive
Motion to dissolve the current executive
Moved by: Nora
CARRIED
 - b. Election of the new Executive Members:
Amanda Wilson President by acclamation

Nora Holben Vice-President by acclamation

Renee Mairs Secretary by acclamation

Natasha Caissie Treasurer/Financial Officer by acclamation

Alison Blair, Amanda Barrett, Jenna Murphey Directors by acclamation

Jenna Murphy and Renee Mairs Financial Auditors by acclamation
10. **Motion to remove Ridehl Wilson and Lindsay Nicks as signing authority with the bank and replace with Amanda Wilson and Nora Holben. Online administration and online access will be removed from Ridehl Wilson and granted to Amanda Wilson.**
Moved by: Renee Mairs
CARRIED
- 11) Next Meeting Date and Adjournment
- Next Meeting will be, *November 8* at 7:00pm.
 - Meeting Adjourned at 7:08 pm.

_____ *President*

_____ *Secretary*