

F.E. Osborne Parent Association Meeting Minutes

Date: December 10, 2024

Location: MS teams

Attendees: Tawni Belliveau (co-chair), Michael Cutler (principal), Scott Willoughby (vice principal), Natalie Anderson (secretary), Amit Saduera (treasurer), Lisa Haines, Marla Richardson, Tina, Sandra, Michelle, Oleksandra Semenycheva, Kerrie Hull-Kelly, Linda Josue

Minute Taker: Natalie Anderson (Secretary)

Agenda:

1. Meeting called to order @ 7:10pm
2. Welcome and Introductions
3. Approval of Minutes from last meeting
 - a. Motion to approve: Tawni
 - b. Second: Amit
4. Approval of Agenda
 - a. Motion to approve: Marla
 - b. Second: Tawni
5. Discussions and Report:
 - a. Treasurer Update: Amit Saduera
 - i. Insurance outstanding
 - ii. Healthy Hunger
 1. Cheques from school for Healthy Hunger from last year – still waiting on these
 2. Cheques from Healthy Hunger for this year haven't seen either. Postal strike has impacted this.
 3. They can do direct deposit if they have our banking information. Communicate this to Shruti.
 - iii. Second signatures – Carmen has reached out to Tawni with regards to second signatures for cheques. Tawni to let Amit know if anything needed. Need external council to approve it.
 - iv. Need invoices before writing any cheques for school requests that were approved at last meeting.
 - v. Current bank balances:
 1. Casino account: \$124,297.86
 2. General account: \$18,569.26
 - vi. Next casino date: Q4 2024. Draw dates will take place in May 2025 and will be emailed at that time. Emily Stoker has communicated by email that she can be Casino Chair. Council voted her into this position at previous council meeting but Amit believes she likely needs to be present to be voted in. Tawni will ensure she attends the January meeting so this can happen.

1. Quorum = 8 but only have 7 in attendance tonight so unclear if voting valid? Noted that 2 people left after the voting occurred so there were 9 which is quorum.
- vii. Parent question: Any fundraising efforts for upcoming trips, like sailing trip? At information session for sailing trip they mentioned that this happens through parent council.
 1. Scott Willoughby – Fundraising is usually parent-organized in partnership with fundraising coordinator with parent council. Money goes to council and then council donates the money back to the school.
 2. Sailing trip is scheduled for the end of May. Tawni to put it on the agenda for the next meeting in January. Sandra (parent) willing to help support this fundraising. Could put this to a vote in January when we hopefully have quorum.
- b. Fundraising coordinator: Shruti Jauhri – not able to attend so no update
6. Next Meeting Date: Tues, January 14, 2024
7. Meeting adjourned @ 7:25 pm
 - a. Motion to adjourn: Tawni
 - b. Second: Amit