



Margaret Manson Home & School Association

AGM 2020 Meeting Minutes – Part I

Wednesday, September 23rd, 2020 – Online via Zoom

PART I

1. Welcome and Attendance

- Home & School Members: Renee Aspiotis, Kim MacFadden and Mark Michel, Jennifer Heyligen, Nathalie Zobyen, Cynthia Casullo, Alessandra Morello, Laura Greiss, Brigitte Legault, Marlene Sayegh, Nadia Iacino, Neige Var, Dahlia Raikles, Jessica Rossi.
- Observers / Non-members: Sue Lariviere, Sylvie Kennedy-Bois, Lana Elsaleh, Diala Chehade, Carine Sarkissian.

2. Naming of Secretary

- Brigitte Legault

3. Adoption of Agenda (part I and part II)

- Motion: Cynthia
- Second: Alessandra
- All in Favor

4. Home and School

4.1 What is Home and School and what do we do? See "H&S General Information"

4.2 Year End Reports

- See "2019-2020 President's Activity Report to QFHSA"
- See "MMHSA Year End Financial Report for 2019-20 to QFHSA"

4.3 Membership 2020-21 – <https://forms.gle/WiVuremr8pA3kLqJ9>

5. Executive Elections

5.1 Description of Executive Positions – see "H&S Positions 2020-2021" as well as QFHSA website

a. Co-Chairpersons (2)

- Cynthia Casullo has submitted her name.
- Alessandra motions to nominate Kim McFadden
 - Seconded by Laura
 - Kim accepts to shadow Cynthia
- No one opposed – both are acclaimed

b. Co-Treasurers (2)

- Kim McFadden and Nathalie Zobyen have submitted their names.
 - No one opposed – both are acclaimed



c. Secretary (1)

- Brigitte Legault has submitted her name.
 - No one opposed - Acclaimed

d. Membership Chair (1)

- Alessandra Morello submits her name.
 - No one opposed - Acclaimed

e. Publicity Co-Chairs (2)

- Alessandra Morello and Lana Elsaleh have submitted their names.
 - No one opposed – Both are acclaimed

5.2 Nominations Received

- Nominations received through Google Registration and in meeting at AGM

5.3 Explanation of Election Procedure – Off the Table

5.4 Nomination of Election Officials – Off the Table

- a. Election Officer (1 person)
- b. Election Secretary (1 person)
- c. Election Scrutineers (2 people)

5.5 Election of Executive Members – **VOTE** -- Off the Table

6. **Banking**

6.1 One-to-Sign for Withdrawals vs Two-to-Sign – **MOTION**

- Nadia motions to change from two signatories to one signatory for banking purposes conditional upon establishing approval protocols. Process to be re-evaluated at next AGM 2021-2022
- 16 in favor
- 2 abstains

6.2 Changing of Signing Authorities for banking – **MOTION**

- Renee Aspiotis and Vira Di Girolamo to be removed
- Current signatories: Renee Aspiotis, Vira Di Girolamo, Nathalie Zobyhan and Kim McFadden
- Renee motions to change signatories to Nathalie Zobyhan, Kim McFadden, Cynthia Casullo and Brigitte Legault
- 2 abstain
- 16 in favor

7. **End of Elections – MOTION**

- a. Motion: Nadia
- b. Seconded: Brigitte
- c. End of AGM: 8:08pm



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H&S Meeting Minutes – Part II

Wednesday, September 23rd, 2020 – Online via Zoom

PART II

1. Opening

- 8:08pm

2. Approval of Meeting Minutes

- February 4, 2020 – **MOTION**
 - Motion: Nathalie
 - Second: Renee
- May 4, 2020 – executive – **MOTION**
 - Motion: Brigitte
 - Second: Cynthia
- Sept 7, 2020 – executive – **MOTION**
 - Motion: Renee
 - Second: Jennifer

3. Updates / Reports

3.1 Teacher and Principal

- Good start to the school year, students adapting well to new rules
- Playground equipment being ordered (e.g. jump ropes) – No balls
- Committee (including Mme Larivière, Kim Poirier and staff) formed to determine painting schemes in the playground
- Terry Fox is taking place this year in October
- Kids to be sent home if showing any symptoms of COVID (e.g. cough, fever, runny nose)
- Orange Shirt Day on Sept. 30th – Slogan: Every Child Matters

3.2 Chair's Report

- Fundraiser Lunches - Reimbursements
- Staff Appreciation Week
 - COVID 19 Support
 - Money allocated in May 2020 for the purchase of face shields
 - Welcome Back Staff
 - Raffling off of wine bottles and gifts.
 - **Action:** Nathalie to provide gift certificates for the spa
 - List of staff members received (48).
 - **Action:** Jessica to provide Mme Couto with list of winners and their prize



3.3 Financials

- Current Balance \$25,151.42 after Subway lunches refunds
 - Some cheques have not yet been cashed
 - \$673.50 from families that have not responded
 - **Action:** Inquire with QFHSA to decide best course of action
 - 10k for outdoor playground equipment 2 years ago
 - 10k from last year for a hydraulic stage
- Fundraising goal: 3k for the year
 - Fundraiser lunches may be possible
- Zoom subscription (\$200)
 - Mme Larivière proposes use of school's Zoom - Accepted

4. Activities and Co-ordinator Positions

4.1 Activities and Positions Immediately Available Needing to be Filled

- a. Outdoor Play Yard Equipment – Elizabeth Ouellete, Nathalie Zobyan, Jessica Rossi
- b. Stage Equipment - **need co-ordinator**
 - Pricing required
 - **Action:** Nathalie to meet with Kim to discuss specifications
- c. Mabels Labels – Brigitte Legault
- d. Families Helping Families – Kim McFadden and Maria Bonilla
 - Find out if any families within the school are in need

4.2 New Activities for 2020-2021

4.3 Events – Currently all usual H&S events on hold. Call for ideas.

4.4 Fundraisers

Can we host events/activities/fundraisers in times of Covid? Is there any immediate support needed by school? Discussion and call for ideas.

a. School Support

- Past school support: Apples for Terry Fox, Pumpkins for Halloween, Holiday Week (Holiday Breakfast, Candy Canes, decorating tree), Valentines Mail, Book Fair, Freezies/Watermelon for Carnival,/Power Hour, Volunteers for setting up concerts / Book Fair, etc...

b. Events

- Past events: Welcome Back, Corn Roast, Halloween Bingo, Holiday Fair, Valentines Bingo, Winter Party, Staff Appreciation Week, Year End BBQ
 - No apples for Terry Fox, children running within their bubbles

c. Fundraisers

- Past Fundraisers: Pizza/Sub Lunches, Bake Sales, Cookie Dough, Chocolates, Recettes en Pot, Maple Syrup, Mabel's Labels, Coupon Book, etc.



- Can we have fundraisers/activities in times of COVID? A call for ideas.
 - Mme Larivière to find out what we can do
 - Halloween Bingo may take place – Prizes required, ask for donations (new items)
 - Prizes would have to be stored for an appropriate amount of time
 - Online fundraisers (e.g. Beau Sapin)

5. Dates & Times of Meetings

- GB has not set their meeting dates for the year
- Cynthia to discuss with Nadia and Mme Larivière and ideally schedule meetings one week prior to GB Meetings (Mme Larivière not available on Tuesday nights).

6. Approval of AGM Executive Election Meeting Minutes Held on September 23rd, 2020

- Motion: Nathalie
- Second: Nadia

7. QFHSA – Meeting dates to be announced shortly

8. Adjournment – Date and Time of Next Meeting

- Date and time of next meeting – To be determined
- Adjournment at 9:18 pm

9. Future Topics: Constitution and Bi-Laws, Migrating Online/Payment Solutions