

**ECOLE BANFF TRAIL PARENT FUNDRAISING ASSOCIATION**  
**Business Number: 830840211**  
**OCTOBER 2024 - Annual General Meeting - Board Minutes**

**Date:** Wednesday, October 23, 2024

**Time:** 7:33 pm – 8:01 pm

**Location:** Banff Trail School and Virtual (Microsoft Teams)

**Attendees:**

<b>Board of Directors:</b>	<b>Committee Chairs/Coordinators:</b>	<b>Other members:</b>
<ul style="list-style-type: none"><li>• Ashley L. (Co-Chair)</li><li>• Tanner R. (Co-Chair)</li><li>• Erin R. (Vice Chair)</li><li>• Tracy K. (Secretary)</li><li>• Arvind R. (Treasurer)</li></ul>	<ul style="list-style-type: none"><li>• Jason A. (Casino Coordinator)</li><li>• Anna S-K. (Schoolyard development)</li><li>• Cathy D. (Social Media)</li><li>• Anna L-W. (Teacher Appreciation)</li><li>• Thomas L. (Fundraising)</li><li>• Leah W. (Fundraising)</li></ul>	<ul style="list-style-type: none"><li>• Richard</li><li>• Elizabeth P.</li><li>• Erin S.</li><li>• Jeremy K.</li><li>• Michael</li><li>• Lindsey</li><li>• Morgan J.</li><li>• Shahin</li></ul>
<b>Staff:</b>		
<ul style="list-style-type: none"><li>• Ryan T.</li><li>• Nancy T.</li></ul>		

Agenda Item	Speaker	Discussion
<b>1. Call to Order</b>	Erin L.	<ul style="list-style-type: none"> <li>• Call to order immediately after School Council Meeting</li> <li>Meeting called to order at 7:33pm</li> </ul>
<b>2. Confirm Quorum/Adoptions of Minutes from September 25, 2024/Approval of Agenda</b>	Erin R.	<ul style="list-style-type: none"> <li>• Quorum confirmed for AGM (meeting required by Societies Act)</li> <li>• Minutes adopted by consensus.</li> </ul>
<b>3. AGM - Chair Report &amp; Motions</b>	Ashley L.	<ul style="list-style-type: none"> <li>• Motion to elect Executive as a slate as follows: <ul style="list-style-type: none"> <li>○ Ashley L. (Co-Chair)</li> <li>○ Tanner R. (Co-Chair)</li> <li>○ Erin R. (Vice Chair)</li> <li>○ Arvind P-R (Treasurer)</li> <li>○ Tracy K (Secretary)</li> </ul> </li> <li>• Motion moved by Anna L-W, seconded by Leah W.</li> <li>• Motion passed by majority.</li> </ul>
<b>4. Treasurer's Report and Motions</b>	4.1 Annual Financial Report	<ul style="list-style-type: none"> <li>• Review of Annual Financial Report and audited financial statements</li> <li>• 3 different accounts with BTS (Casino, Non-Casino, Raffle) <ul style="list-style-type: none"> <li>○ Casino: \$84,277.44 Revenues - \$25,281.59 Expenses = \$58,995.85</li> <li>○ Raffle: \$0.00 Revenue - \$30.00 Bank charges (to keep this account active in case we need it) = -\$30.00</li> <li>○ Non-Casino: \$14,078.99 Revenue - \$21,693.29 = -\$7,614.30 (hoping our fundraising will pickup for this account, streamlining dance to make more money, etc)</li> </ul> </li> </ul>
	4.2 Motion to Approve	<ul style="list-style-type: none"> <li>• Motion to approve annual financial report</li> <li>• Motion moved by Michael M., seconded by Jeremy K.</li> <li>• Motion passed by majority.</li> </ul>

<b>5. Committee Reports</b>	5.1 Konstella	Tanner R.	<ul style="list-style-type: none"> <li>Overall, good feedback and things have been going smoothly</li> <li>Notifications</li> <li>Privacy</li> <li>280 students registered, closer to 300 with parents that haven't entered children's names; 80-90 not registered</li> </ul>
	5.2 Casino Coordinator	Jason A.	<ul style="list-style-type: none"> <li>Draw for date will happen Nov 1st</li> <li>we will need 40+ volunteers for this important fundraiser</li> </ul>
	5.3 Fundraising Committees		
	5.2.1 Cheque Writing Campaign	Erin R.	<ul style="list-style-type: none"> <li></li> </ul>
	5.2.2 School Dance Coordinators	Kathy J. Cathy D. Tanner R.	<ul style="list-style-type: none"> <li>Ticket sales are good (about \$3500 so far) - some tickets may be available at the door, depending on capacity</li> <li>volunteers for clean up</li> <li>price increase - looking at balancing rising costs, still hoping to be able to fund residencies etc that have become used to</li> </ul>
	5.2.3 ArtCards	Leah W.	<ul style="list-style-type: none"> <li>ArtCards went home last Friday</li> <li>Deadline is Monday October 28th, no extensions this year</li> <li>How do people order: <ul style="list-style-type: none"> <li>a. <a href="http://artcardsbykids.com">artcardsbykids.com</a> click "Order"</li> <li>b. enter red code (tiny printing on the back at the bottom)</li> <li>c. enter payment info</li> </ul> </li> </ul>
	5.2.4 Winter Fundraisers	Christina D.	<ul style="list-style-type: none"> <li>Christmas Market (Dec)</li> <li>Milk Jar - dates to be determined soon</li> </ul>
	<b>6. Schoolyard Development Society</b>	Anna S-K. Leah W. Christina H.	<ul style="list-style-type: none"> <li><a href="mailto:ebtschoolyarddevelopment@gmail.com">ebtschoolyarddevelopment@gmail.com</a></li> <li>Looking for more members to join</li> <li>Approved for Grant (\$4461) - 8 types of trees to be planted around the Sharing Circle</li> </ul>

		<ul style="list-style-type: none"> <li>Very excited about this next step to progress the Sharing Circle; many thanks to the members of the Schoolyard Development Society for helping make this happen</li> </ul>
<b>7. Adjournment</b>		<ul style="list-style-type: none"> <li>Adjourned until next meeting - November 20, 2024 immediately following School Council Meeting.</li> <li>Meeting adjourned at 8:01pm</li> </ul>
<b>8. Upcoming meetings</b>		<p>Upcoming meeting dates:</p> <ul style="list-style-type: none"> <li>November 20</li> <li>January 15</li> <li>February 19</li> <li>April 9</li> <li>May 7</li> <li>June 4 (tentative)</li> </ul>

#### Contact Information

**Email:** banfftrailchair@gmail.com

**Facebook:** **Banff Trail School Parents** (this is a closed group, accessible by request / invitation only)

**Instagram:** banfftrailschoolcouncil

**Volunteers:** [banfftrailvolunteer@gmail.com](mailto:banfftrailvolunteer@gmail.com)

**Schoolyard Development:** [btsschoolyarddevelopment@gmail.com](mailto:btsschoolyarddevelopment@gmail.com)