

Bishop James Mahoney Catholic School Community Council

Annual General Meeting

MINUTES

Tuesday, September 19, 2023

8:00pm

BJM High School

Attendees: Jason Benson – Principal, Cori Smithen, Sandy Molyneux, Carmen Herzog, Derek Kennedy, Michael Yurchuk, Colm Leyne, Anita O'Reilly, Jenna Pastor, Loretta Odorico

Regrets: Jocelyn Benner

1. Welcome and Prayer
 - a. Cori commenced the meeting at 8:02pm.
 - b. Jason led the opening prayer.
2. Introductions
3. Approval of Agenda
 - a. Derek made motion to approve the agenda as presented. Second by Michael. All in favor. Carried.
4. Approval of Minutes from 2022-2023 AGM on September 12, 2022
 - a. Derek made motion to approve the minutes from the 2022 AGM. Second by Sandy. All in favor. Carried.
5. Business Arising from Minutes
 - a. There was no business arising from the September 12, 2022 meeting minutes.
6. Reports:
 - a. Principal
 - i. Jason presented budget information that is made up of 2 accounts: Student/Class Fees and SRG/Athletics that are funded by the fees paid by students each year. There is approximately \$80,000 in carryover funds that could be utilized this year with the CSCC approval.
 1. **ACTION:** Jason to provide budget updates at each CSCC meeting moving forward.
 2. Jason presented information on transfers between the above two accounts.
 3. Discussion around the purpose/intent and timing of the annual Memorial Tea as it hasn't been held for past 3 years due to COVID. Suggestion to postpone Memorial Tea to next year to allow time to review purpose/intent and timing of when it is held and to reallocate the \$1,040 for this event for this year to the phys. ed. account.
 4. Sandy made motion to transfer funds as presented by Jason, including the transfer of Memorial Tea funds to the phys. ed. account. Second by Loretta. All in favor. Carried.
 - ii. Jason reviewed the funding request for \$320.00 received from Miss Gourlay, band teacher, for an October beginner band workshop.

1. Loretta made motion to approve \$320.00 in funding for this beginner band workshop as per letter received from Miss Gourlay. Second by Colm. All in favor. Carried.
 - iii. Suggestion to develop a policy that will guide the CSCC in its review and approval of funding requests that are received moving forward.
 1. **ACTION:** Derek will research this and provide information for consideration at an upcoming CSCC meeting.
 - iv. **ACTION:** Loretta to add “funding of lunch fees” to the October meeting agenda for discussion of whether carryover funds should be allocated for this purpose.
 - b. Chair
 - i. Cori read aloud the BJM CSCC year end report that was submitted to the GSCS Board in June 2023.
 - c. Vice-chair
 - i. Nothing to report.
 - d. Treasurer
 - i. Cori reviewed the funds remaining in each CSCC account. \$959 of the \$1,000 annual grant was spent last year. Have a balance of \$80.69 in the fundraising account that can be used this year.
 - e. Secretary
 - i. Nothing to report.
 - ii. Asked that all in attendance provide their contact information (email and phone number) in order that they can be added to the CSCC email list.
 - f. Derek made motion to accept all reports as presented and/or read. Second by Sandy. All in favor. Carried.
7. New Business
- a. Election of BJM Catholic School Community Council Executive (BJMHS Office Coordinator Officiates)
 - i. Chair
 1. Sandy nominated Cori as chair. Second by Loretta. No other nominations. All in favor. Cori named chair for a 2-year term.
 - ii. Vice-chair
 1. Cori nominated Sandy as vice-chair. Second by Loretta. No other nominations. All in favor. Sandy named vice-chair for a 2-year term.
 - iii. Members at large
 1. Cori nominated Derek and Carmen for members at large. Second by Loretta. Cori nominated Anita as member at large. Second by Sandy. No other nominations. All in favor. Derek, Carmen and Anita named members at large for a 2-year term.
 - iv. Appointed members
 1. Michael made motion to have Jason Benson and Colm Leyne continue to be appointed members of the CSCC. Second by Anita. All in favor. Carried.
 - b. CSCC Meeting Dates for 2023-2024
 - i. As per the meeting discussion, meeting dates will be as follows and meetings will begin at **6:30pm** at BJM:

1. Monday October 16
 2. Monday November 20
 3. Monday February 5
 4. Monday March 4
 5. Monday May 13
- c. CSCC/Trustee Liaison Meeting Dates
- i. **ACTION:** Jason will send BJM CSCC meeting dates as per above to the Board Trustees so they may attend one of the meetings.
8. Other – comments, suggestions, questions
- a. **ACTION:** Loretta to add the following items for discussion to the October 16 meeting agenda:
 - i. SRG representative to attend CSCC meetings.
 - ii. Parent Engagement Ideas
 - iii. Christmas treats for Staff Initiative
9. Motion to Adjourn made by Derek, second by Colm. Meeting adjourned at 9:20pm.

Next meeting: Monday, October 16 at 6:30pm at BJM High School.