



Champs Vallée Fundraising Society
cvfundraisingsociety@gmail.com
6002 – 30 Avenue
Beaumont, AB T4X 2C2

Annual General Meeting (AGM) Minutes

September 16, 2024 6:00pm

Attendees: Emily MacLellan, Alanna Clark, Carrie Blumenthal, Tamara Conn, Renee Kadatz, Patrick Gamache, Kim Engler, Amanda Krywko, Brendan Wyant, Alisha Wagner, Melissa Brunner

1. Call to Order 6:31 pm.
2. Welcome and meeting instructions.
 - a. Everyone is allowed to vote except ECVS staff.
3. Approval of Agenda. Motion to approve by Carrie, 2nd by Amanda. All in favor, carried.
4. Approval of Previous Meeting [Minutes](#) Motion to approve by Carrie, 2nd by Emily. All in favor, carried.
5. Election of 2024/2025 Fundraising Society Executive
 - a. **President – Carrie Blumenthal nominates Emily MacLellan for President of CVFS, Renee Kadatz 2nd. All in favor, carried.**
 - b. **Vice-president – Carrie Blumenthal nominates Alisha Wagner as Vice-President of CVFS, Tamara Conn 2nd. All in favor, carried.**
 - c. **Treasurer - Carrie nominates Tamara Conn as Treasurer for CVFS, Emily 2nd. All in favor, carried.**
 - d. Secretary – Open.
 - e. Directors
 - i. **Hot Lunch Director – Carrie Blumenthal nominates Alanna Clark as Hot Lunch Director for CVFS, Amanda 2nd. All in favor, carried.**
 - ii. **Outdoor Classroom Director – Carrie Blumenthal nominates Amanda Krywko as Outdoor Classroom Director for CVFS, Renee Kadatz 2nd. All in favor, carried.**
 - iii. **Director at Large – Carrie Blumenthal nominates Melissa Brunner as Director at Large for CVFS, Amanda Krywko 2nd. All in favor, carried.**
6. Treasurer's Report – see reports linked and presented.
 - a. Year End Reports
 - i. [CVFS Financial Report - August 2024 - Year End Report.pdf](#)

1. Nothing outstanding for hot lunch, slow month overall due to school being out of session.
- ii. [CVFS Statement of Operations for 2023-2024 Financial Year.pdf](#)
 1. Review of all fundraising activities for the last year.
 2. Report will be submitted with annual return.
 3. **Carrie to check on payment from Colibri.**
 4. Carrie Blumenthal motions to approve treasurer reports, 2nd by Emily MacLellan. All in favor, carried.
- b. Year End Update – auditors: Amanda Krywko and Tara Langlois.
- c. 2024-2025 - Budget Setting
 - i. Tamara has done an analysis on the previous years accounting items to build a working budget. Operational meeting will be set to discuss a potential budget. Patrick cautions against gift card use for use in Hot Lunch program, to be able to track purchases and avoid loss or misplacement of gift cards. Hot lunch is program that needs review on how purchases are made so that there is less burden on the coordinator for making large out of pocket purchases.
 - d. Expense Reimbursement Form for the year – be sure to use the 2024/25 form for this year's expenses: <https://forms.gle/WKMcDipXrAkttRqf6>
7. Hot Lunch Report – new vendors added for this year. Lunch times have changed this year, so Hot lunch crew will adjust. It should allow for extra time to hand out lunches.
 - a. Bambora – to be discussed next meeting.
8. Outdoor Classroom Report – City of Beaumont struggled to provide permits for a summer build. Building of structure estimated for Fall Break.
 - a. Amanda Green A+ for Energy grant was approved and a rain capture system will be installed. Guaranteed \$1380 from the grant. Quote for install was approx. \$1400.
 - b. Thank you sign and garbage bins need to be installed. Patrick will ask Black Gold to provide bins.
9. Old Business
 - a. [Updating Bylaws – see report on link provided.](#)
 - i. **Motion to accept updated bylaws as listed by Carrie, 2nd by Emily. All in favor, carried.**

10. New Business-renew insurance – Carrie motions that we renew insurance, 2nd
Amanda. All in favor, carried.

11. Upcoming Meeting

- a. Set next meeting date: Oct. 21st 6:30 pm.
- b. Set schedule for remaining 2024/2025 meetings - Hybrid meetings will continue.
 - i. 3rd Monday of every month.
- c. All links for meetings are available on the school website.

12. Adjournment 7:30 pm