

Bobcat Backers Fundraising Society Regular Meeting

Thursday January 23rd, 2025 7pm
Fireside Tim Hortons

Attendees: Shane Dempster, Mr Grant (band), Ms Fosshiem (drama), Ms Williams-Day (art), Maya, Andrea, Tinille, Susan, Tracy

1) Welcome and Introductions

- a. Meeting started at 7:03 pm

2) Additions to Agenda

- a. Stripe Account needed for Rafflebox finances
- b. Maya to be added to online banking
- c. Motion to amend BBS Bylaws
- d. Nomination of new secretary to fill vacancy on Board

Agenda approved by Tinille, second by Maya

3) Approval of Wednesday December 4th, 2024 Meeting Minutes

Minutes approved by Andrea, second by Maya

a) Bobcat Backer secretary nomination

- a. Tinille McKenzie-Wyatt was voted in as the new Bobcat Backers Society secretary. Tracy/Maya will complete minutes for this meeting and Tinille will take over next month.

4) Treasurer Report (Andrea Pinter)

a) Rafflebox from Jan 16th Profit

- First 50/50 Draw in November 2024 made a profit of \$402 for BV.
- Jason Ness was the November winner and donated his winnings back to BV.
- Only \$194.16 profit was made in the 2nd 50-50 on January 16th at the David Irvine event. Important note: the 50-50 Draw closed on Eastern Standard Time (EST) on the evening of Jan 16th, therefore, we could not sell tickets at the event as planned. The future dates will be rectified to Mountain Standard Time (MST) for future draws.
- Backers Society will be making a thank you card for Jason. – Fosheim to hand it out.

b) Stripe Account

- A Stripe account allows the ability for the Society to accept online payments for donations
- There is no cost for a nonprofit. They take a percentage, but it's less for nonprofits. Andrea will report back at the next meeting on the percentage of fees taken.
- Motion by Andrea to set up Maya for online banking so we can send money from one account to another and pay email money transfer. Motion second by Tracy,

- Note: Rafflebox invoices must be done either online or through a Stripe account
 - c) Casino account balance is \$233.26. The BBS savings account has \$6222.85, including \$2999 that is to be moved to the Grad Committee Account. Andrea made motion to move \$2999 from BBS Savings Account into the new Grad Committee Bank Account. Motion seconded by Tinille.
 - d) After the transfer of money to the Grad account, the BBS Savings account will have a balance of \$3223.85.
- 5) Healthy Hunger 2025 Update
- a) Schedule for groups running it.
 - a. Andrea has double-checked the schedule to ensure no deliveries are made during breaks, holidays, etc.
 - b. Lorrie has done the volunteer scheduling. Tracy will send her a thank you card.
 - c. In March, we will be offering HH 3 days a week – Tuesdays, Wednesdays and Thursdays.
 - b) Total Profit made from Healthy Hunger in 2024 was \$276.99
 - c) How the profit will be split
 - a. The first cheque for 2024 proceeds was written to BVHS instead of Backers from Healthy Hunger. Record in minutes to approve that BVHS redirect the proceeds from HH in 2024 to be divided between the volunteer groups.
 - b. Shane to direct Mel (Finance) to divide the proceeds to volunteer groups. Proceeds will be split between Performing Arts, Band, and Cheer in March 2025. January Minutes will be forwarded to Mel for record-keeping purposes. Andrea confirmed that the cheque from HH will now go directly to BBS instead of the school.
- 6) Administrative Report (Shane Dempster)
- a. Nothing to report at this time.
- 7) Business Arising from Minutes
- a. Amend the bylaws
 - i. Susan and Tracy met to amend the bylaws. See below;

MOTION: Request to AMEND Bobcat Backers Society Bylaws 19A to read the following;

19 A

- Funding requests are restricted to school-based clubs/organizations and school-based non-profit projects that benefit the student body and the school community of Bow Valley High School in Cochrane, Alberta.
- Projects with one-time capital or service project expenditures, excluding Operating/Administrative costs (ie; salaries, day-to-day expenses, training, insurance, advertising, etc)
- For-profit groups and requests for individuals are ineligible for support.

- Funding cannot be used for deficit financing.
- Preference will be given to projects that benefit the greatest school or school community need.

Motioned by Susan, Seconded by Tracy.

MOTION: Request to add 19 B to the Bobcat Backers Society Bylaws to read the following;

19 B

- All applications will be reviewed by the Bobcat Backers Executive and Society Board Members, and the Bow Valley High School Principal or representative
- Applicants are encouraged to refer to the current Bobcat Backers Society Funding Guidelines and Application.

Motioned by Tracy, Seconded by Maya

MOTION: (from November 2024 meeting minutes) – To add 6C to the Society Bylaws to read the following;

6 C

- Bow Valley High School Grad Committee is a sub-committee of the Bobcat Backers Society. All finances for the Graduation Banquet, including applicable insurance, shall be coordinated by the Grad Committee. The subcommittee must follow all society bylaws as written.
- Bow Valley High School Graduation sub-committee shall obtain a separate bank account under the Bobcat Backers Society, to include FOUR (4) people with signing authority;
 - The Bobcat Backers Society Treasurer,
 - The Bobcat Backers Society Chair or Vice Chair,
 - The Chair of the Grad Committee, and,
 - One Grad Committee member representative.
- Signing authority shall be renewed annually, in September of each new school year.
- The BVHS Grad Committee shall have no access to the Bobcat Backers Society finances.

Motioned by Susan, Seconded by Tracy

8) Round Table discussions

- a) Maya to send Shane an email regarding Cheer working the concessions for football and never being paid the \$293 owed to Cheer. \$141 owed to Maya's father for renting a U-Haul and for gas driving to Brooks and back to get mats. Reimbursement to be paid to Maya Griscowsky

- b) The BBS Funding Guidelines and Application form is in the Google drive.
 - Accepting applications
 - Tracy will send the Funding Guidelines & Application to Kara to update the website
 - c) 50/50 for the basketball tournament Cochrane Classic. Feb 7th-8th
 - i. Could do makeshift concessions but not much space
 - d) Potential bottle drive in the spring for the Backers. (Note: Cheer raised \$1600 at their last bottle drive, so bottle drives have good potential to raise funds) To discuss at next meeting.
 - e) The student vs. staff hockey game will be on March 5th. Could do another 50/50, then
 - f) The next meeting is Feb 27th
- 9) Adjournment – 7:51 pm