

BOBCAT BACKERS SOCIETY
ANNUAL GENERAL MEETING MINUTES
Meeting via ZOOM
Sept 28th, 2021

In Attendance: Christy Boot (Chair) Tracy Bruins, Mia Kruger, Susan Brauss, Judy Heck, Jim Reilly, Erin Sturgeon, Tina Pearson

1. Call to Order
 - 1.1. The meeting was called to order at 7:40 p.m. by Christy Boot.
 - 1.2. Verification of quorum: Quorum for the AGM was verified.
2. Review & Approval of Agenda

The agenda was approved by Tracy Bruins, 2nd by Tina Pearson.
3. Approval of Minutes of Previous Annual General Meeting (motion to accept) October 21, 2020
[\(BBS AGM Oct 21 2020 \(rockyview.ab.ca\)\)](#)

The minutes of the October 20, 2020 meeting was approved by Tina Pearson, 2nd by Tracy Bruins.
4. Reports
 - 4.1. Treasurer
 - 4.1.1. Previous Fiscal Year Audited Financial Statements (motion to accept)

Mia Kruger reported on the BBS Financial Statement from October 1, 2019 to September 30, 2020. Mia Kruger reported that our ATB Community Spirit Account Balance on September 30, 2020 was \$2456.00. Tina Pearson accepted the financial report from 2019-2020.
 - 4.1.2. Current account balances: General and AGLC

Mia Kruger reported that our ATB Community Spirit Account Balance for September 27, 2021 is \$4363.22. Proceeds in the account have come from various sources such as Bottle Drive, Dieleman's Christmas Catalogue Fundraising campaign, miscellaneous donations, etc. Of the \$4363.22, the final online 50/50 raffle (AGLC) proceeds to BBS ended up being \$988.00. There is still \$3000.00 from Shell Benevity being held in trust with RVS.
 - 4.2. Board
 - 4.2.1. Bylaw Amendments (if needed)

BBS Bylaws can be viewed on the Bow Valley High School website at:
<https://bowvalley.rockyview.ab.ca/pdf/bbs-bylaws-2019>. There were no amendments to the Bylaws of the Society at this time.
5. Standing Business
 - 5.1. Organization Structure Review
 - 5.1.1. Membership - Participants were familiar with membership and duties of each, which are also detailed in the Bylaws posted on the BVHS website.
 - 5.1.2. Insurance - Insurance for the Society was briefly discussed. Insurance for the Society has been previously investigated through Marsh Canada Insurance, but we have deferred getting the insurance (cost is approximately \$800 per annum) until we have a fundraising initiative or a sufficient bank balance that will warrant obtaining it.
 - 5.1.3. Business Plan - There is a draft Business Plan that can be circulated to Members if they wish to view it. It is on the BBS Google Drive.
 - 5.2. Social media platform updates - Facebook, Instagram, Twitter, etc - Tina Pearson will work on keeping the BBS FaceBook and Instagram postings up-to-date. She would like to engage students to join our social media platforms and will attempt to do this. It was also suggested that we

connect with coaches from our sports teams, to inform them of who BBS is, what we do, when our meetings are and see if we can collaborate with fundraising. Mr. Reilly also mentioned that he communicates with staff on Mondays and agreed to suggest to staff that have parent meetings, to collaborate with BBS meetings. BBS will also post meeting notices on our social media pages.

5.3. Fundraising update: Dieleman's Big Box of Cards Fundraiser May & June 2021 made \$122.00.

6. New Business

6.1. Fundraising Opportunities: Approved and new for Consideration

6.1.1. Bottle Drive: It was decided that we would have a bottle drive after Thanksgiving October 12 - October 15. Judy will contact Cochrane Bottle Depot to see if one of their trailers would be available to be left in the student parking lot during that week. Judy and Mia also offered to pick up bottle donations.

6.1.2. Dieleman Christmas Catalogue Sale - It was decided to do the Dieleman's Christmas Catalogue sale again. Tina Pearson agreed to start organizing this.

6.1.3. Community Roots Program and Charity Tap - Christy Boot agreed to write Reid Kimmitt at Two Pharmacy to suggest that BBS be considered for their Community Roots program. Judy Heck wrote an email to Half-Hitch Brewing Company at the end of August (2021) and asked if they would consider BBS for their Papa Bear Community Ties Program sometime in the future. She has not received a reply to date. Judy also agreed to email the Whispering Dutchman to see if they would be interested in a Charity Tap event for BBS.

6.1.4. Dips - We discussed doing the Dips fundraising in the Spring (2022) and Susan Brauss will get more information.

6.1.5. Anything Grows Poinsettia - Mia Kruger had contacted Anything Grows previously about the Poinsettia, Wreath, etc for fundraising. Mia will approach Anything Grows about this.

6.1.6. Grants - We did not apply for any grants over the summer. Mr. Reilly is to prepare a list of top student needs providing details re: cost/budget, why this is a need, benefits, etc. Some needs include, laptops, equipment for the Maker Space, 3-D printer, etc. were mentioned briefly. This information is important to have when writing grant applications and also for general fundraising.

6.1.7. New Ideas - UR Fundraising ([- UR Fundraising](#)) It was agreed to look at the UR fundraising program in the Spring (2022), Concessions at school sporting events ie football games was discussed. We will keep this in mind for next year as there are only a few outdoor school sporting events left for this year and indoor events are limited to ½ capacity. Food service ideas were discussed and requirement such as the need for individual packaging, etc. Also approaching some of the local Food Trucks to park in the school lot on a Friday afternoon (e.g. from 1:30 pm on) and invite students, parents and the community to take part.

6.2. Meeting dates for 2021/2022:

- **November 4, 2021 @ 7:30 pm**
- **January 6, 2022 @ 7:30 pm**
- **March 3, 2022 @ 7:30 pm** (Suggest this be a collaborative meeting and invite Band, Drama, Sports Teams fundraising contacts/parents)
- April/May/June - To Be Determined
- Annual General Meeting 2022 - To Be Determined

7. Elections

7.1. Dissolution of the current Board (motion to dissolve the current executive Mia Kruger made a motion to dissolve the current BBS Board. 2nd by Susan Brauss.

7.2. Election of New Board Members: Chair, Vice-Chair, Secretary, Treasurer, Members at Large

Board Position

Chair	Judy Heck nominated Erin Sturgeon for Chair. 2nd by Tina Pearson. Erin accepted the position. There were no other nominations. Approved. Motion carried unanimously.
Vice-Chair	Mia Kruger nominated Christy Boot for Vice-Chair. 2nd by Erin Sturgeon. Christy accepted the position. There were no other nominations. Approved. Motion carried unanimously.
Treasurer	Judy Heck nominated Mia Kruger for Treasurer. 2nd by Susan Brauss. Mia accepted the position. There were no other nominations. Approved. Motion carried unanimously.
Secretary	Erin Sturgeon nominated Tina Pearson for Secretary. 2nd by Mia Kruger. Tina accepted the position. There were no other nominations. Approved. Motion carried unanimously.
Members at Large	Tracy Bruins Susan Brauss

7.3. Two Financial Auditors (members w/o signing authority and no relations) (elect or motion to appoint)

Susan Brauss and Tracy Bruins agreed to review and audit the Financial Statement prepared by Mia Kruger.

8. Signing Authority Change (if new executive elected):

All new/re-elected Board members have signing authority so Mia Kruger will not have to make arrangements with ATB.

9. Next Meeting

The next general meeting of the Bobcat Backers Society will be **Thursday, November 4, 2021 at 7:30 pm.**

10.0 Adjourn

The meeting was adjourned at 8:34 pm by Christy Boot.