

**Bobcat Backer Society**  
**General Meeting Minutes**

Via Zoom

Wednesday, January 13, 2021 @ 7 p.m.

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

Regrets: Tracy Bruins, Hirra Miron, Jaimie Anton, MJ Lafond

1. Call to Order

The meeting was called to order at 7:04 p.m. by Christy Boot.

2. Approval of Agenda

The agenda was approved by Susan Brauss. 2nd by Mia Kruger.

3. Approval of Minutes of Previous Meeting: June 11, 2020 - see link

[\(BBS Minutes June 11 2020 - Google Docs \(rockyview.ab.ca\)\)](#)

The minutes of the June 11, 2020 meeting were approved by Mia Kruger, 2nd by Susan Brauss.

4. Business Arising from the Minutes

a) Grant Update - Susan, Judy

Susan Brauss provided the group with an update from the Totem Charitable Foundation grant application that she and Judy submitted on behalf of BBS in November. It was successful as The Totem Charitable Foundation gave BBS a \$10,000.00 donation just before Christmas. This money is being held in trust at the school for the Wheels for Life Skills students initiative. Benevity (for Shell Canada's) \$3000.00 donation in October is also being held in trust at the school for this same project.

Susan and Judy also submitted a grant application to TC Energy for a donation or gift in kind (vehicle) in November.

5. Reports

a) Treasurer - Mia Kruger

Summary of monies raised from fundraising initiatives and current account balance.

Mia Kruger reported that the ATB Community Spirit Account balance to date as of the end of November is: \$ 2563.18.

Funds from most recent fundraising events:

- Dieleman's fundraising (Dec 2020) - \$814.04

- Grants: \$3000.00 (Shell/Benevity), \$10,000.00 (Totem Charitable Foundation)

The Treasurer's report was approved by Susan Brauss, 2nd by Judy Heck. Susan Brauss and Clint Frearson will review BBS financial statements/accounts as proposed at our AGM in keeping with auditing guidelines for a Society.

b) Secretary - Judy Heck

The Alberta Corporate Registry annual return and AGLC annual update were both updated and submitted at the end of October.

6. New Business

a) Fundraising Ideas - Several fundraising ideas were discussed such as: an online 50/50 raffle, an Easter Purdy's chocolate fundraiser (however another group in school is doing this), online auction (3 other groups are doing these so we don't want to compete), a competition for a new BBS logo and involve students to take part. It was also suggested that BBS approach the 5 car dealerships in town, indicating that a few charities have provided us with \$13,000 in donations and what they could do collaboratively to help us out. **ACTION:** Judy and Christy will work on getting an online 50/50 raffle with Rafflebox and AGLC - maybe before Valentines Day, so it can be featured.

b) Social Media Platforms - Judy had developed the BBS Facebook page and has been maintaining it. **ACTION:** Tina and Erin volunteered to take over maintaining the FB page and will look into setting up an account on other appropriate social media platforms to increase BBS's exposure. Judy will forward the Sample Social Media guidelines from ASCA with Erin and Trina. Christy suggested liaising with other groups within the school (sports, band, performing arts, etc) regarding social media platforms

c) Bylaws and Financial Practices ASCA Webinars - November 2020 - Judy participated in 2 free webinars: Fundraising Association Bylaws and Fundraising Association Financial Practices sponsored by ASCA in November. ASCA usually charges for these workshops but offered them free just this once because of COVID. The second session was recorded and Judy will forward the email containing the content to the rest of the group. Insurance for the Society was highly recommended.

d) Membership Form - During one of the above information sessions, it was suggested that a fundraising Society use membership forms to keep a registry of members and up to date contact information. Membership for the fundraising arm is not necessarily by default, like School Council. **ACTION:** Judy will contact ASCA to see if we can obtain a fillable membership form from them.

e) Register as a Charity ? for discussion - see link for information - [Register a charitable organization | Alberta.ca](#). The group briefly discussed whether it would be appropriate for BBS to register as a Charity. **ACTION:** Mia offered to look at the Charitable Fundraising Act and its regulations. We will put this item on the next meeting agenda for further discussion

7. Next Meeting: **Wednesday, March 10, 2021 @ 7:00 p.m.** via Zoom. We will invite MJ Lafond to participate. Christy encouraged members to bring a friend (parent) to the next meeting.

8. Adjourn

The meeting was adjourned at 7:51 p.m. by Christy Boot.