



OFFICERS AND DIRECTORS

Tracy Barber
Director & President

Kevin Hendershot
Director & Vice President

Niloufer Pasha
Director & Vice President

Brenda Bao
Director & Treasurer

Todd Josifovski
Director & Co-Treasurer

Crystal Chialtas
Director & Secretary

Eliza-Daniela Ghinea
Director

Douglas Alderman
Director

Nela Martins
Director

Mary Topping-Keenan
Ex-Officio Director

Daniel Hasznos
Ex-Officio Director

Linda Bugaziyanos
Ex-Officio Director

**Registered Charity #85619
1549 RR0001**

DECEMBER 2019 BOARD MEETING MINUTES

Meeting time & location	December 10, 2019, 6:00 p.m. - CCAA
Directors present:	Tracy Barber, Kevin Hendershot, Niloufer Pasha, Crystal Chialtas, Nela Martins, Brenda Bao, Eliza-Daniela Ghinea, Todd Josikovski Douglas Alderman & Daniel Hasznos.
Regrets:	Mary Topping-Keenan & Linda Bugaziyanos
Guests:	Vincent Valeri
Minutes taken by:	Crystal Chialtas

Meeting called to order: **6:07 p.m.**

1. APPROVAL OF NOVEMBER 2019 MINUTES – 6:07 pm

- Kevin asked the board to review the November 2019 minutes
- Niloufer moved motion to approve November 2019 minutes; Nela seconded. – All in Favour – Approved.

2. TREASURER UPDATE (Brenda/Todd) - 6:12 pm

- Closing Balance as of 6pm, December 10, 2019 - \$17,317.25;
- Including DUCA cheque in the amount of \$1,000, of \$200.00 plus \$50.00 cash.
- Debited \$351.24 for the website on November 14, 2019;
- CSPC to provide \$4,000;
- \$378 pending cheques;
- Grand Total: \$22,770.55;
- Spend \$19,000 and leave \$3,000 in the bank as a float.

3. Items approved 6:17 p.m

- Books for the library \$800.00, Books for the English Dept. \$600 plus \$100 for External CD drives.
- Artist Series - \$800.00
- Vertical Challenger, Skipping Ropes, Tent and Caps total of \$1,700
- Above items totalling \$4,000.00 to be funded by CSPC.
- Music – Conductor stand: \$169 and \$2,250.00 Music Sheet;
- Dance/ Drama: \$2,800.00;
- Tech: \$3,000.00 for projection without installation;



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- Theatre: \$2,000 for the travelling case and \$2,000 for moving heads (quote pending);
- Physical Education Department: Approved amount of \$1,932.30 for 6 Dell Chrome Books;
- Grand Total of approximately: \$14,500.00;
- Late request came in from the French Dept. They requested for a cooking class, a total of \$1,600.00 – did not meet Friends criteria (not for long term use, impacts a semester for limited students).
- Niloufer suggests to have request for items such as academic workshops with a short-term impact be funded by the board or school or by CSPC.
- Friends gave small Christmas presents for the caretakers and office staff (about 8 in total) and bought Christmas trees/ decorations at a total expense of approximately \$500.00

4. Other matters – 6:20 pm

- When the theatre is rented out, does the school get anything back for it? Will the board fund theatre maintenance/repairs (i.e. old curtains, etc.)?
- Kevin to make an arrangement and find get the details regarding the theatre rental, board's commitment to make repairs to the theatre, etc.
- HST Refund: returned every 6 months. Figure out a way to track and so FRIENDS can discuss and approve the utilization of HST refund relating to its funding portion on a go-forward basis.

TOTAL APPROVED: \$14,500.00, Kevin motioned, Niloufer seconded.

5. PLAQUE UPDATE – 6:55 pm

- Cut off will be noon on December 11, 2019 for the orders.
- Installation will be done before the Music night.

Meeting Adjourned at 7:03 p.m.

Next Meeting: January 21, 2020.