



## JANUARY 18, 2022 - BOARD MEETING MINUTES

### OFFICERS AND DIRECTORS

Katharina Mertens - Tropper  
Director & President

John Pazzano  
Director & Vice president

Yaritza Martinez  
Director & Treasure

Nadia Bruni  
Director & Secretary

Raluca Magdas  
Director

Gaitri Singh  
Director

Rose Marie Apostolou  
Director

Maria Pazzano  
Director

Mary Topping-Keenan  
Ex-Officio Member

Hayley Ohling  
Ex-Officio Member

Anita Anton  
Ex-Officio Member

Registered Charity #85619  
1549 RR0001

#### Meeting time and Location

January 18, 2022 - Microsoft Teams

#### Directors present:

Katharina Mertens-Tropper, , John Pazzano, Yaritza Martinez, Nadia Bruni, Raluca Magdas, Gaitri Singh, Maria Pazzano, Rose Marie Apostolou

#### Regrets:

Mary Topping-Keenan / Hayley Ohling /

#### Ex-Officio and Guests:

Vincent V. / Ray Sanborn / Tony Cornacchia

#### Minutes taken by:

Yaritza Martinez

Meeting called to order: **6:35pm**

### 1. Welcome remarks

- Prayer – by Tony
- Welcomed word by Katharina
- New Board of Directors:
  - Raluca Magdas (website)
  - Nadia Bruni (secretary)
  - John Pazzano (VP)
  - Yaritza Martinez (Treasure)
  - Katharina Mertens-Topper (President)
  - Gaitri Singh (Corporate, etc)
  - Maria Pazzano (playbook)
- Tony is stepping down as daughter is graduating this year

### 1. School update – ( Mary Topping-Keenan)

- Mary – looking forward to student to come to school – exam dates period 11 and 2
- Next week Thursday and Friday exam
- Expecting 4 subject for semester 2
- No expecting drama, music, arts presentation for semester 2



## 2. Treasurer Update (John)

- Balance 15,514.03
- 3 transactions
- New balance 16,295.03
- Need to forward funds to school. Working with Dorothy on how to do that, maybe it could be done electronically
  
- Haily good relationship with Epson to obtain equipment
- john with supply chain issue price will not come down
- john we will forward the funds to Dorothy and the funds are allocated
- mary – she email the president on that to see Dorothy to receive the funds and order is based on that.
- They order through the school and not individually
- Katharina same amount will be sent
- Haily perhaps Dorothy can reach out to Haily to discuss the product
  
- Need to make appt with Yaritza to get bank account
- Tony has to come out – John will send email to bank to get appt.
- Do we have to update CRA – no
- Do we have to name the staff as part of the board – to get that process formalized – Katharina – we don't have to vote on that Mary? - No

## 4. Plaque Update (Tony)

- will provide update next meeting with the new transition members

## 5. Website Update – Raluca Magdas

- Have not receive minutes for December – will update website as soon as provided
- For the plaque – will work with john

## 6. Social - Katharina Mertens

- PayPal account – need to register as charity account – must do
- Concert – digital – a lot of people got connected
- Alumni account – manager of Facebook account trying to get her to help so we can have more engagement and donations
- Share anything on the instagram and CSPC accounts
- We need more brainstorm on social media. How to get more donations.

## 7. Open Items:

- Teacher request package – john already talked about it



- Friends playbook – Maria will work about that - Katharina will introduce Maria to key people that need to provide information –

Next Meeting timing may do on same day with CSPP  
(February 15, 2022)