

New Westminster Montessori Board Meeting

January 31, 2018 (6:30 start)

Members in attendance: Ross, Claudine, Lia, Alex, Meaghan

I Approval of Agenda Minutes

Meagan approved, Lia seconded

II Guests - N/A

III Action Items

- A) Website will be up and running in the next couple of days. Meghan now has access to WordPress and will set up PayPal. The newsletter needs to be updated before uploading to website; Lia will complete. Ross will photocopy newsletters and distribute to McBride. Alex will make copies for Connaught. Soft copies will be sent to the principals to review before distributing. Terry, the school secretary from Connaught, will send soft copies to the Montessori parents. Ross will highlight in the newsletter the Societies concern about the future of the society. Lia to post something on Facebook about AGM.
- B) Discussion about having future meetings at a different location that is more central. Proposal for Waves and to have meetings once a quarter. After the AGM, and for the remainder of the school year meetings to be held in Feb. and May.
- C) Next meeting the Society will decide whether we will pull account from HSBC

IV Agenda Topic

- 1) Purchaser's report
 - a) Stephanie Kwok underestimated the cost of her field trip, wants to reallocate her money to cover the extra cost.
 - b) Daniel Willows asked if he could access funds. He didn't become a full time teacher until December so wasn't able to submit an application previously. Board decided he could submit requests for this year. Connaught will coordinate with us on how to allocate funds to the two classrooms that didn't receive funding.
 - c) Lia to send out a reminder to teachers to purchase items by Nov. 1st deadline.
 - d) Devon Codesmith sent receipts for reimbursement. These will be forwarded to Jo.
 - e) Lia to remind teachers to submit receipts
- 2) Treasurer's report
 - a) Satinder, Ross and Jo went to HSBC to figure out signatories
 - b) Ross and Jo have set up new account with TD
- 3) Fundraising – Discussion about continuing to hold a fall carnival. Proposal to change venue to more central location like Moody Park.
- 4) Donation receipt from Canada Helps to deposit in bank. Ross will talk to Jo.

5) Discussion about AGM. Ross and Claudine will be standing down so need new President and Secretary.

Meeting adjourned at: 7:50