

## **New Westminster Montessori Board Meeting**

November 28, 2018 (6:45 start)

Members in attendance: Joanna, Ross, Jo, Nicole, Lia

### **I Approval of Agenda for November and Minutes for October**

Ross approves minutes, Nicole seconds, Lia approves agenda, Ross seconds.

### **II Guests**

None

### **III Action Items**

- A) Some conflicting info on our new website.
  - a. New Gmail email address needs to be added
  - b. Meeting location is listed as McBride on one page and Waves on another
  - c. Contact list form can be completed but not clear who receives info
  - d. Links to some 2017 and 2018 minutes are broken, need repair
  - e. Lia can update Wordpress websites so will coordinate directly with Meghan. Lia also offered to take over website from Meghan too, will reach out to set up a meeting
- B) Kelly has a number of items for the board to discuss including (see email);
  - a. Completed updating Facebook to include;
    - i. Contact info now matches NWMS website
    - ii. Events for both 'Parent Info Night' (Nov. 21) and for tonight's board meeting, also shared with moms group on Facebook
    - iii. Removed charitable status statement
    - iv. Revised 'Liked' and 'Unliked' pages
  - b. Potential future updates could include;
    - i. Changing image of superhero kids
    - ii. Regularly post educational factoids or tidbits
    - iii. Share posts on our Facebook page from other Montessori class pages
- C) Discussion on Facebook updates for future
  - a. Potentially doing another teacher interview?
- D) Status with CRA still in limbo
  - a. CRA confirmed they received our package and accepted payments
  - b. The NWMS will wait for CRA to confirm charitable status is approved
  - c. The NWMS agreed we need to follow our own bylaws more closely
- E) Switch to Societies act;
  - a. Society has written out our bylaws and forwarded to Societies Act
  - b. Jo will follow up with Societies act

- c. Joanna requested clarification of some items with respect to Bylaw number sequencing; check standard wording online
- F) Newsletter was sent out to all Montessori students at both schools
  - a. Donation request removed, some parents are upset they won't receive a tax receipt
- G) Treasurers summary
  - a. We have \$650 (plus \$100 from Paypal) in donations since October
- H) Purchasers summary
  - a. Lia has only received one teacher request, deadline for 2018 purchases is December 1, 2018. Lia will email teachers a reminder, and request confirmation if teachers plan to not use their allotted funds
- I) Mail pick up
  - a. Need to check mailbox more often and report what's received
- J) Montessori info night summary
  - a. At Connaught, low parent turnout (only 4 prospective Montessori parents)
  - b. Quirina did not attend
  - c. Ross noted that the last info night at Connaught (2016) was also poor turnout with only two parents, where last two info nights at McBride (2015 and 2017) had very good turnout
  - d. Ms Fox noted that the info night used to be advertised in the local paper. The NWMS should discuss ways to promote the parent info night and better engage parents
- K) Fundraising ideas
  - a. Joanna has good info on fundraising movie night at Landmark Cinemas
    - i. Profit based on number of tickets sold, roughly \$3.75 per ticket
    - ii. Idea tabled for now, revisit for next meeting
- L) Upcoming AGM – next meeting in February 2019
  - a. Last AGM was April 2018
  - b. Discussion regarding moving AGM to September. Potentially having second AGM in September 2019.
- M) Next meeting Wed. February 27<sup>th</sup> at Waves Coffee (6<sup>th</sup> and 6<sup>th</sup> uptown) at 6:30.

Meeting adjourned at: 7:50