

New Westminster Montessori Board Meeting

October 24, 2018 (6:45 start)

Members in attendance: Joanna Jackson-Farley, Ross Arbo, Josephreen (Faye) Luk

I Approval of Minutes for June meeting and Agenda for October

Ross approves minutes, Jo seconds. Agenda presented.

II Guests

Colleen Jeffery (McBride), Kelly Blackburn (Connaught)

We welcome Colleen and Kelly who have agreed to join the NWMS

III Action Items

- A) Paypal is up and running now. Meghan has tested it with a donation and now works.
- B) New Gmail account is up and running; newest.montessori.society@gmail.com
- C) Website is complete and active.
 - a. Noted that 'Get Involved' page has both McBride and Waves as meeting places; this should be fixed to be just Waves - **ACTION**.
- D) Society bylaws were reviewed and, although dated, are generally relevant
 - a. No updates requested by members; agree to revisit in September 2019.
- E) Discussion about Facebook activity and starting a group, possibly extending admin privileges to other members. Kelly agreed to help Lia admin group page and promote posts Ross to connect Kelly to Lia – **ACTION**.
 - a. Society to decide if we should start a Facebook group
- F) Accounting summary from Jo:
 - a. Treasurers report shows balance sheet updated as of October 31, 2018.
- G) It has been brought to the attention of our current board members the Charitable Status of the NWMS has been revoked as of November 2017.
 - a. NWMS has not filed tax returns with CRA since 2015.
 - b. Society needs to complete following – **ACTION**:
 - i. File past and current annual reports, meeting minutes, etc.
 - ii. Pay fees to reinstate status, letter of good standing, etc.
 - iii. Provide copies of bylaws & incorporation papers.
 - c. Society needs to let parents know that we cannot issue tax receipts at this time.
 - i. Ross to draft notice to parents for society to review prior to sending out – **ACTION**.
 - d. Process may take awhile.
- H) Purchasing discussion
 - a. Update teachers on purchasing method as reminder.
 - b. Agreed to cap per/teacher spending at \$800 for 2018/2019 year.
- I) Fundraising ideas – selling movie tickets to Landmark cinema, potentially test drive new cars.
- J) Newsletter – Joanna will draft up a new newsletter for Lia to massage. Run past Quirina Gamblen to send out to principals.
- K) Donations – donation form went out to Connaught, not to McBride. Need to follow up w. Kathleen after charity status sorted out – **ACTION**.
- L) Next meeting Wed. November 28th at Waves Coffee (6th and 6th uptown) at 6:30.

Meeting adjourned at: 7:55