

## **New Westminster Montessori Board Meeting**

**Wednesday, October 30<sup>th</sup> 2019 (6:40pm start)**

Members in attendance: Joanna Jackson-Farley  
Jo Luk  
Monica Ongkowidjojo  
Chelsea Ezeagwuna  
Colleen Jeffery

### **I. Approval of Agenda and Minutes for September.**

Chelsea approves, Monica seconds.

### **II. Follow Up Items from previous meeting.**

#### **A. Charitable Status**

- a) The NWMS charitable status has been reinstated with the CRA! The newsletter and donation letter will go out this month. Receipts can be given out for donations made this year and last year.

#### **B. Montessori Parent Information Night**

- a) Will be held at McBride Tuesday 26<sup>th</sup> November at 6:30pm. Joanna will send a brochure to all board members so that we can all help circulate information ahead of the evening.
- b) Joanna to email past members to get admin access to the Montessori Society Facebook page.

#### **C. Teachers received the journals along with the Purchase Policy. Ms Sara, Ms Amanda and Ms Wong sent emails thanking the NWMS for the thoughtful gift.**

### **III. Reports**

#### **A. Treasurers Reports**

- a) Treasurer submitted bank statements, reconciliations and financial reports for review.
- b) Treasurer submitted the calendar and school year Profit and Loss Reports and Balance Sheet.

#### **B. Purchaser Report**

- a) Purchaser has only received three teacher requests to date. A reminder email will be sent out.

#### **C. Mail Report**

- a) Received Notification of Re-registration from CRA – Dated 10<sup>th</sup> October 2019.
- b) Received Confirmation of Annual Information Return Filing – Dated 17<sup>th</sup> October 2019.

No New Business was brought forward

Meeting adjourned at 7:20 PM

Next meeting: Wednesday 27<sup>th</sup> November 2019 at Waves Coffee at 6:30pm.