



Valhalla School Foundation CHARTER BOARD ANNUAL GENERAL MEETING MINUTES

March 16, 2017

Meeting Location: Valhalla Viking Centre

Attendance on attached sign in sheet.

- 1.0 **Call to order – Review and approval of agenda** Meeting called to order 7:03 pm at the Valhalla Viking room by J. Kochendorfer with a quorum present. Motion to approve the Agenda by B. Skaksen, seconded T. Campbell. AIF Carried. Community members were asked to sign the Declaration of Understanding for Community Members in their package to have voting privileges.
- 2.0 **Approval of minutes (March 23, 2016)** Motion to approve the Minutes of the March 23, 2016 AGM as presented by T. Campbell, seconded S. Miller AIF. Carried.
- 3.0 **Business arising from minute** No business arising from the minutes
- 4.0 **School Presentation - Screenagers** trailer was shown S. Miller will take the information to the Parent Council to see if there is interest in purchasing the production.
- 5.0 **Reports**
 - 5.1 **Committee Annual Reports**
 - 5.1.1 **Executive** attached and J Kochendorfer explained the purpose of the Executive committee and explained the past and future. Explained the Board working plan, the primary goal for the next year is the Charter Renewal. She made comment to the work of the Principal, Secretary/Treasurer, Transportation Director, Superintendent and board members do and thanked them for all they do.
 - 5.1.2 **Program** attached J. Hauger explained the bursary program and AEP program.
 - 5.1.3 **Human Resources** attached and T. Campbell explained the process of policy review.
 - 5.1.4 **Finance** attached and B. Kjemhus explained their job, including reviewing the AFS, budget. She explained the challenge of the transportation deficit.
 - 5.1.5 **Governance** attached and D. Steyer explained the role of the Governance committee. There is ongoing board education, marketing our school.
 - 5.1.6 **Fund development** attached but was not readable so B. Skaksen read report. They are having a Canada 150 raffle. Growing from referrals.
 - 5.1.7 **Strategic Planning** attached, N. Westad explained how the Strategic Planning committee they address the recommendations of the Alberta Education team that was sent to help with the renewal.
 - 5.1.8 **VSF Charter Review and Renewal Document** explained for information.
 - 5.2 **Secretary/Treasurer (K. Rosvold)**
 - 5.2.1 **Presentation of Audited Financial Statement** distributed and explained
 - 5.2.2 **Approval of Auditors – McNabb Lucuk LLP** B. Kjemhus moved to retain McNabb Lucuk LLP as auditors for the Valhalla School Foundation for the school year ending August 31, 2017, Seconded by J. Hauger. AIF. Carried. There has been questions whether we should be doing an RFP for the audit for another year.
- 6.0 **Old Business** Nothing at this time
- 7.0 **New Business**

7.1 School Council- attached. S. Miller explained what has been going on with the Parent Council including the installation of the new sound system with a big thanks to Bethany Banner for the very generous donation. There was a significant decrease in revenue for the Christmas silent auction. S. Morales explained the School Council financial report. D. Steyer moved to accept the financial statement as reviewed, B. Skaksen seconded. AIF.

7.2 Election of Directors

7.2.1 The Governance Committee nominates Paul Gibson, with two still vacant candidate for a term ending March 2020. D. Steyer moved to accept the Governance Committees recommendation to nominate Paul Gibson as candidate for the three year term ending March 2020. T. Campbell seconded. AIF. Carried. There will still be two vacant positions to be filled as viable candidates are found.

7.2.2 Governance Nominating Committee nominates Donna Steyer for the remainder of the term ending March 2018 as per Section 9 of the VSF Bylaws(available here to be read). T. Campbell moved to ratify the board decision to accept D. Steyer for the term ending in 2018, N. Westad seconded. AIF.

7.3 General members for committees:

7.3.1 Program committee – 1 member for BRHS bursary selection

7.3.2 Human Resources – 1 member for Policy Advisory Committee

7.3.3 Governance Committee – 1 member for Governance Committee and up to 3 members for the Nominating Committee

7.3.4 Fund Development committee –

7.3.5 Strategic Planning Committee -

8.0 Questions and Answer Section

J. Kochendorfer explained Bill 1 being proposed by the Alberta Government and explained the potential ramifications to our Charter School.

J. Kochendorfer let everyone know that VSF will be hosting the May 11-12 provincial TAAPCS meeting here in Valhalla.

T. Campbell and B. Skaksen presented B. Kjemhus and J. Kochendorfer with a gift in appreciation for all that they have done since the inception of the VSF.

9.0 Adjournment Motion by D. Steyer at 8:06pm.

The image shows three handwritten signatures in black ink. The top signature is a large, stylized 'B' with a loop. The middle signature is a long, horizontal stroke with a sharp point at the end. The bottom signature is a cursive name that appears to be 'D. Steyer'.