



# Greater St. Albert Catholic Schools Education Foundation



## Greater St. Albert Catholic Schools Education Foundation Annual General Meeting AGENDA

Thursday, April 11, 2019

7:00 p.m. – Boardroom, 6 St. Vital Avenue, St. Albert, AB, T8N 1K2

1. Call to Order (K. Akkerman)
2. Opening Prayer (McEvoy)
3. Agenda Approval

Be it resolved that the Foundation members approve the 2019 AGM Agenda as presented (or as amended).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

4. Approval of 2018 AGM Minutes

Be it resolved that the Foundation members approve the 2018 AGM Minutes as circulated (or as circulated and amended).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

5. Elections

1. Directors

- i. One (1) or Two (2) Student Members - grades 9 through 12, with a maximum of one (1) from any given district school (SACHS currently represented by Jenn Ethier for one more year)
- ii. One (1) Community Member from the Town of Morinville (currently vacant: looking for a two year term from 2019-2021)

6 St. Vital Avenue, St. Albert, AB T8N 1K2

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- iii. One (1) Professional Legal Community (law profession) Member (currently vacant: looking for a two year term from 2019-2021)
- iv. One (1) Community Member-at-large (currently vacant: looking for a two year term from 2019-2021)

2. Executive Members

- i. Vice-Chairperson (2 year term 2019-2021)
- ii. Secretary (2 year term 2019-2021)

**Be it resolved** that the Foundation members approve the following people/positions \_\_\_\_\_ for a two year term (2019-2021).

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**6. Financial Statement(s) & Reports Review & Approval**

**6.1 Summary of Proceeds – Sweetheart Soiree (February 9, 2019)**

**Be it resolved** that the Foundation members receive as information the Statement of Proceeds from the February 9, 2019 “Sweetheart Soiree” which indicated net proceeds, after expenses, from the event were \$7,733.84.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

**6.2 Statement of Operations and Changes in Fund Balances – Dec. 31, 2018**

**Be it resolved** that the Foundation members approve the Statement of Operations and Changes in Fund Balances, for the Year Ended 31 December 2018 with total Revenues of \$813 and total Expenditures of \$3,050, with Excess of Revenues and Expenditures of (\$2,237), resulting in a Fund Balance of \$40,691 @ December 31, 2018.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed



### 6.3 Statement of Financial Position @ December 31, 2018

**Be it resolved** that the Foundation members approve the Statement of Financial Position as at December 31, 2018 with Assets of \$40,691, Liabilities of \$0, and an Unrestricted Fund Balance of \$40,691.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

### 7. Allocation of Funds from the Sweetheart Soiree

**Be it resolved** that the Foundation members approve the reallocation of \$ \_\_\_\_\_ **(\$7,000 or other amount)** from unrestricted funds as follows:

Endowment Fund: \$ \_\_\_\_\_

Scholarship Fund: \$ 2,000

Group Requests: \$ \_\_\_\_\_

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried (Defeated) by a vote of \_\_\_\_\_ In FAVOR; \_\_\_\_\_ Opposed

### 8. Group Requests – forms, process, etc.

### 9. New Business (if any)

### 10. Closing Prayer (Becigneul)

### 11. Adjournment

All present are invited to stay for light refreshments sponsored by the District.

**Minutes of the Annual General Meeting of  
Greater St. Albert Catholic Schools Education Foundation  
Held on Thursday, April 26, 2018; 7:00 PM  
District Office, 6 St. Vital Avenue, St. Albert, AB**

**EXECUTIVE ATTENDEES PRESENT (75%)**

Kristofer Akkerman, Rob Akkerman, Joe Becigneul, Rosaleen McEvoy, Deb Schlag, Alyssa Frew, Kelton Libich

**COMMUNITY MEMBERS PRESENT (25%)**

Courtney Haigh, Alisa Akkerman, Maria Stevens, Jenn Ethier

**ORDER**

Meeting called to order at 7:05 pm by Vice-Chair, Rosaleen McEvoy

**OPENING PRAYER**

Opening prayer offered by Rosaleen McEvoy

**AGENDA APPROVAL**

**01/18**

**Be it resolved** that the Agenda for the Education Foundation Annual General Meeting be approved as amended to include the following items and renumber as necessary:

3. Agenda Approval (new)
4. Minutes of Previous Meeting Review & Approval (new)
5. Elections (was item 3 – renumbered to 5)
6. Financial Statements (was item 4 – renumbered to 6)
7. Allocation of Funds (new)

Moved by Deb Schlag, seconded by Joe Becigneul.

**Carried (11/11)**

**MINUTES OF PREVIOUS MEETING**

**02/18**

**Be it resolved** that the Minutes of the May 17, 2017 Education Foundation Annual General Meeting be approved as presented.

Moved by Deb Schlag, seconded by Joe Becigneul.

**Carried (11/11)**

**ELECTION OF DIRECTORS and EXECUTIVE POSITIONS**

Kelton Libich stepped down as the Student Director.  
Ed Kohel moves into position of Past Chair (2018-2020)

**03/18** **Be it resolved** that the following people are acclaimed into the following positions for a two year term from 2018-2020 as follows:

**Directors**

Student Member: Jenn Ethier

Community Member from Morinville: Remains Vacant

Member-at-Large: Kelton Libich

**Executive Members**

Chair: Kristofer Akkerman

Vice Chair: Rosaleen McEvoy

Trustee: Joe Becigneul

Moved by Deb Schlag, seconded by Joe Becigneul.

**Carried (11/11)**

**APPROVAL OF FINANCIAL STATEMENTS & REPORTS**

**04/18** **Be it resolved** that the Foundation members receive as information the Statement of Proceeds from the October 21, 2017 "A Night in Italy" which indicated net proceeds, after expenses, from that event were \$8,870.50.  
Moved by Rob Akkerman, seconded by Joe Becigneul

**Carried (11/11)**

**05/18** **Be it resolved** that the Foundation members approve the Statement of Operations and Changes in Fund Balances, for the Year Ended 31 December 2017 with total Revenues of \$11,366 and total Expenditures of \$3,247, with Excess of Revenues and Expenditures of \$8,119, resulting in a Fund Balance of \$42,928 @ December 31, 2017.

Moved by Joe Becigneul, seconded by Rob Akkerman

**Carried (11/11)**

**06/18** **Be it resolved** that the Foundation members approve the Statement of Financial Position as at December 31, 2017 with Assets of \$43,989, Liabilities of \$1,061, and an Unrestricted Fund Balance of \$42,928.

Moved by Joe Becigneul, seconded by Rob Akkerman

**Carried (11/11)**

**ALLOCATION OF FUNDS**

There was discussion about spending some of the proceeds from the Foundation’s fundraising efforts this year according to the Proposed Budget set in 2017.

**07/18**      **Be it resolved** that the Foundation members approve the reallocation of \$36,000 from unrestricted funds as follows:

Endowment Fund:    \$30 000

Scholarship Fund:    \$ 2,000

Group Requests:     \$ 4,000

Moved by Joe Becigneul, seconded by Kris Akkerman

**Carried (11/11)**

**CLOSING PRAYER**

Closing prayer was offered by Joe Becigneul

**ADJOURNMENT**

**08/18**      **Be it resolved** that the meeting be adjourned at 7:49 pm.

Moved by Rosaleen McEvoy; seconded by Alyssa Frew

**Carried (11/11)**



**GSACS EDUCATION FOUNDATION**  
 FEBRUARY 9, 2019 SWEETHEART SOIREE  
 EVENT SUMMARY

<b>REVENUE</b>				
<u>Description</u>	<u>Tracking</u>	<u>Value</u>	<u># of Tickets Sold</u>	<u>Amount</u>
Admission		1 ticket = \$50	103	\$ 5,150.00
50/50	213001-213210	3 tickets = \$5	210	\$ 175.00
Cake Raffle	Per Count	4 tickets = \$5	104	\$ 130.00
Drink Tickets	891001-891178	1 ticket = \$5	178	\$ 890.00
Silent Auction		46 Items	46	\$ 2,654.00
Martin Kerr Concerts Live Auction		1 concert = \$1,400	3	\$ 4,200.00
Donations			1	\$ 250.00
<b>Total Revenue</b>				<b>\$ 13,449.00</b>

<b>FUNDS RECEIVED</b>	
Deposit to Fdn Acct	\$ 4,295.00
Tfr from GSACRD DO	\$ 8,754.00
FJ Applied to KofC Chq#18	(A) \$ 400.00
<b>Funds Received</b>	<b>\$ 13,449.00</b>
<b>Difference</b>	<b>\$ -</b>

<b>EXPENSES</b>	
Alcohol	\$ 497.86
Cooks	\$ 200.00
Décor	\$ 304.20
Drink Mix	\$ 27.63
Food	\$ 1,382.53
Insurance	\$ 125.00
Liquor Licence	\$ 25.00
Live Music	\$ 2,100.00
Martin Kerr Concerts Live Auction	\$ 1,050.00
Printing	\$ 2.94
<b>Total Expenses</b>	
	<b>\$ 5,715.16</b>

<b>FUNDS PAID</b>			
<u>Chq#</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
11/12/13	Martin Kerr	Live Music & Auction	3,150.00
14	Joe Becigneul	Insurance/Décor	910.33
15	Kris Akkerman	Cooks	200.00
16	GSACRD - 108995665	Printing	2.94
17	Rob Brenda		910.95
18	Knights of Columbus	(Actual chq amount = \$140.94 (\$540.94-\$400.00))	(A) 540.94
<b>Funds Paid</b>			<b>\$ 5,715.16</b>
<b>Difference</b>			<b>\$ -</b>

**NET PROCEEDS** **\$ 7,733.84**

<b>PROCEEDS BY CATEGORY</b>	<b>MAIN EVENT (MEALS &amp; ENTERTAINMENT)</b>	<b>Amount</b>
	50/50	\$ 175.00
	CAKE RAFFLE	\$ 130.00
	DRINK TICKETS	\$ 339.51
	SILENT AUCTION	\$ 2,654.00
	MARTIN KERR CONCERTS LIVE AUCTION	\$ 3,150.00
	DONATIONS	\$ 250.00

**NET PROCEEDS BY CATEGORY** **\$ 7,733.84**

**Greater St. Albert Catholic Schools Education Foundation**  
**Statement of Operations and Changes in Fund Balances**  
**For the Year Ended, 31 December 2018**

	Current Year - 2018					2017
	Operating	Scholarship Fund	Group Requests	Endowment Fund	TOTAL	Prior Year
<b>REVENUES</b>						
Donations	\$0	\$0	\$0	\$0	\$0	\$300
Fundraising Events	\$0	\$0	\$0	\$0	\$0	\$10,767
Grants	\$0	\$0	\$0	\$0	\$0	\$0
Investment Income	\$813	\$0	\$0	\$0	\$813	\$298
Other Income	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total REVENUES</b>	<b>\$813</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$813</b>	<b>\$11,366</b>
<b>EXPENDITURES</b>						
Fundraising Events	\$1,050	\$0	\$0	\$0	\$1,050	\$2,186
Hospitality	\$0	\$0	\$0	\$0	\$0	\$0
Marketing & Communications	\$0	\$0	\$0	\$0	\$0	\$1,061
Office Supplies	\$0	\$0	\$0	\$0	\$0	\$0
Scholarships Awarded	\$0	\$2,000	\$0	\$0	\$2,000	\$0
Travel	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$1,050</b>	<b>\$2,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,050</b>	<b>\$3,247</b>
<b>EXCESS of REVENUES OVER EXPENDITURES</b>	<b><u>(\$237)</u></b>	<b><u>(\$2,000)</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>(\$2,237)</u></b>	<b><u>\$8,119</u></b>
FUND BALANCES, January 1, 2018	\$42,928	\$0	\$0	\$0	\$42,928	
Net Contributions/Disbursements	(\$237)	(\$2,000)	\$0	\$0	(\$2,237)	
Interfund Transfers	(\$36,000)	\$2,000	\$4,000	\$30,000	\$0	
FUND BALANCES, December 31, 2018	<u>\$6,691</u>	<u>\$0</u>	<u>\$4,000</u>	<u>\$30,000</u>	<u>\$40,691</u>	

This Financial Statement has been reviewed at a Meeting and approved by:

\_\_\_\_\_  
Printed Name & Signature

\_\_\_\_\_  
Printed Name & Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Position

11-Apr-19  
\_\_\_\_\_  
Date

11-Apr-19  
\_\_\_\_\_  
Date



**Greater St. Albert Catholic Schools Education Foundation**  
**Statement of Financial Position**  
**As at 31 December 2018**

ASSETS	Current Year - 2018					2017
	Operating	Scholarship Fund	Group Requests	Endowment Fund	TOTAL	Prior Year
Cash & Cash Equivalents	\$6,691	\$0	\$4,000	\$30,000	\$40,691	\$42,928
Accounts Receivable	\$0	\$0	\$0	\$0	\$0	\$0
Grants Receivable	\$0	\$0	\$0	\$0	\$0	\$0
Prepaid Expenses	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total ASSETS</b>	<b><u>\$6,691</u></b>	<b><u>\$0</u></b>	<b><u>\$4,000</u></b>	<b><u>\$30,000</u></b>	<b><u>\$40,691</u></b>	<b><u>\$42,928</u></b>
<b>LIABILITIES and FUND BALANCES</b>						
<i>Current Liabilities</i>						
Accounts Payable	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Contributions	\$0	\$0	\$0	\$0	\$0	\$0
<i>Fund Balances</i>						
Invested in Capital Assets	\$0	\$0	\$0	\$0	\$0	\$0
Endowment	\$0	\$0	\$0	\$30,000	\$30,000	\$0
Externally Restricted	\$0	\$0	\$0	\$0	\$0	\$0
Internally Restricted	\$0	\$0	\$0	\$0	\$0	\$0
Scholarships	\$0	\$0	\$0	\$0	\$0	\$0
Group Requests	\$0	\$0	\$4,000	\$0	\$4,000	\$0
Unrestricted	\$6,691	\$0	\$0	\$0	\$6,691	\$42,928
<b>TOTAL FUND BALANCES</b>	<b><u>\$6,691</u></b>	<b><u>\$0</u></b>	<b><u>\$4,000</u></b>	<b><u>\$30,000</u></b>	<b><u>\$40,691</u></b>	<b><u>\$42,928</u></b>
<b>TOTAL LIABILITIES and FUND BALANCES</b>	<b><u>\$6,691</u></b>	<b><u>\$0</u></b>	<b><u>\$4,000</u></b>	<b><u>\$30,000</u></b>	<b><u>\$40,691</u></b>	<b><u>\$42,928</u></b>

This Financial Statement has been reviewed at a Meeting and approved by:

\_\_\_\_\_  
Printed Name & Signature

\_\_\_\_\_  
Position

11-Apr-19

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name & Signature

\_\_\_\_\_  
Position

11-Apr-19

\_\_\_\_\_  
Date