

## **Willingdon School — Annual General Assembly**

Minutes from the Annual General Assembly held Thursday, September 12, 2019 at 6pm in the gymnasium at Willingdon School, 5870 rue de Terrebonne, MTL QC.

### 1. Introduction

Principal Carmen Nicholas welcomes the parents attending the assembly and introduces herself and Governing Board Chair, Eric Lamoureux. Eric presents the agenda, highlighting 1) the presentation of the Annual Report, 2) the Nomination of and Vote for Governing Board candidates (three vacant seats), 3) the Nomination for a Representative to the EMSB Parents' Committee, and 4) the vote to (re)establish a Parents' Advisory Committee and elect a new chair. Eric adds "approval of agenda" to the top of the agenda.

### 2. Approval of Agenda

Aurora F-S moves to approve the Agenda. Cynthia Quarrie seconds. Agenda approved.

### 3. Nomination of Secretary and Scrutineers

Cynthia Quarrie volunteers to act as Secretary for the AGM; no opposition, motion approved. Danica Meredith and Katie Saunders volunteer to act as Scrutineers; no opposition, motion approved.

### 4. Approval of Minutes of General Assembly September 13, 2018

Aurora F-S moves to approve the minutes of the Sept 13, 2018 AGM. Sally Burnett seconds. Minutes approved.

### 5. Presentation of Annual Report

Eric presents the Annual Report (on the Smartboard). There are no questions from the assembly.

### 6. Explanation of Governing Board Roles and Nomination of Board Candidates

Eric explains the role of the Governing Board and its make up of parents and teachers. He explains that there are six parents, each for a term of six years, and that every year, three spots turn over. He explains how parent members need to be voted in at the Annual General Assembly; that the Treasurer is in charge of a budget of approximately \$250, which for the last few years has been turned back to the school to be used as scholarships; and that the role of Secretary (minutes taking) is passed from person to person.

Four candidates have been nominated for three available Governing Board positions: Mark Ellinger (former GB member); Lucas Reindler (outgoing GB member); Matt Follett (outgoing PAC chair); and Kristen McNeil (parent). Cynthia moves to close the nomination, Ryan Madden seconds; motion passes.

Eric says he has only very recently been informed that the EMSB has mandated the need for two "alternate" parent members who can be called on, in the case of other absences, to meet quorum (at least three parent members). Danica Meredith and Tracy Lyall put their names

forward as "alternates." There is no known protocol for electing "alternates," so Eric suggests the fourth candidate could become an alternate.

The four candidates each take a few minutes to introduce themselves and make the case for their candidacy. Danica Meredith speaks on behalf of Mark Ellinger, who is absent; Lara Belinsky and Kathleen Usher speak on behalf of Matt Follett, who is also absent. Ballots are distributed and collected. Steve Spetsieris (Vice Principal) and Maya Doughan (Vice Principal) leave the room to count the votes.

As we can't choose a representative for the EMSB Parents' Committee until all the votes are counted, Eric decides to discuss the establishment of a PAC first. \*\*\*

#### 7. Establishment of a Parents' Advisory Committee

Eric explains the role of the PAC, some of the issues it has taken on in the past, and that it needs to be re-established by vote at the Annual General Assembly. Sumita Banerje moves to form a PAC; Ryan Madden seconds; motion passes.

Michael Mueller volunteers, introduces himself and makes his case for PAC chair to the assembly. He is unanimously approved as incoming chair of the PAC.

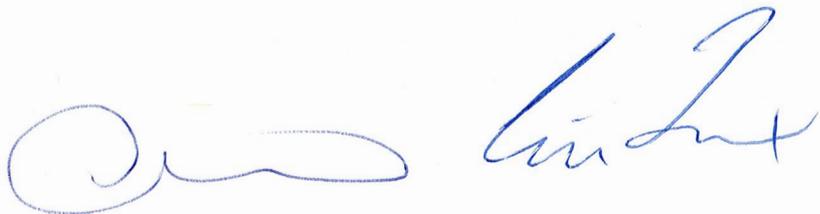
\*\*\*Result of vote is in: Mark, Matt, and Lucas are the three elected parent GB members; Kristen will serve as an alternate. Danica drops out as alternate, leaving Kristen and Tracy in the two positions.

#### 8. Nomination for Representative to the English Montreal School Board Parents' Committee

Eric and Lucas explain what the Parents' Committee is and that it meets once a month. No elected GB members who are present are able to volunteer for the role. Eric explains that we are required to have a Parent Committee representative, and that they must be elected at the AGM. Mark is volunteered in absentia. Sumita Banerje nominates him; the motion passes unanimously.

#### 9. Adjournment

Meeting is adjourned at 7:05.

Two handwritten signatures in blue ink are located at the bottom of the page. The signature on the left is a cursive, somewhat circular scribble. The signature on the right is more legible, appearing to be 'Eric' followed by a stylized last name.