



## **QMS Parents' Association Minutes of AGM Meeting**

September 14, 2020  
8:30am via Zoom

### **PA Executive:**

Sherra Collett - Chair  
Rachel Munro – Vice-Chair  
Kevin Westwick – Treasurer  
Laura Hagen – Secretary  
Kirsty Grant – Community Welfare  
Alan Smith – Past Chair

### **QMS Staff:**

David Robertson – Head of School  
Heather Bartfai – Manager, Alumni & Community Relations  
Hayley Picard – Director of Communications and Marketing  
Kim Ludvigson – Executive Assistant to the Head of School

### **PA Members:**

Amanda Cairns  
Ann Buttner-Danyliw  
Mindy Swamy  
Megan Lowery  
Tyler Vanderputten  
Cheryl Schultz  
Darcy Lalonde  
Rhiannon Kemmler

### **Called to Order at 8:33am**

Motion moved by Rachel Munro, seconded by Alana Smith.  
“**To Approve the AGM Minutes of September 16, 2019** as presented.

**Carried**

### **Welcome and Introductions:**

Sherra welcomed everyone and we had an informal introduction through zoom for returning and new PA members.



### **Head of School Add**

David Robertson – Mr. Robertson greeted all good morning and expressed how he was delighted to meet everyone attending. He is excited to be at Queen Margaret's School. He stated the possibilities are tremendous this year and wants to give all the experiences possible to the young people of the school. He quoted Brené Brown, "You can't have courage without vulnerability." This pandemic certainly makes us vulnerable. He also told us of the great support he has had from the staff, parents, students and the Board of Governors.

### **Reports**

**Chair:** Sherra Collett–Sherra spoke of her first year as Chair and that last fall, the Wine and Cheese as well as the DFS fundraiser were very successful. The QMS community also had a lot of fun at the October Family Fun night. The Christmas Bazaar, coordinated by Alana and Kirsty, raised almost \$22,000. That was a very successful endeavor. In December, the Jingle Bell Jog (converted into a Jingle Bell Dance Party due to poor weather) was fun and members of the PA handed out hot chocolate and cookies to end the event. January brought the school into full Gala prep and at the end of 2019-2020, the PA was able to grant everything on the Schools' wish list. Of course things came to a halt in March when in-school classes were suspended due to COVID-19. But we did welcome our new Head of School, David Robertson, and now with the return of full-time in-class learning we have started what will be a school year that will look very different.

**Vice-Chair:** Rachel–Nothing to Report.

**Treasurer:** Kevin Westwick–Kevin commended on all of the hard work and money that the Bazaar and other ventures brought in. Almost \$37,000 was contributed to the QMS Wish List.

**Secretary:** Laura Hagen–Nothing to Report.

**Community Welfare:** Kirsty Grant–Kirsty has been busy writing cards to those in the QMS community who have had life changes. Also, cards were written welcoming all of our new families. She has written at least 130 cards this past year. She also asks that anyone who knows of a family who needs a card, to contact her.

### **Elections of the QMS Executive for 2020–2021**

Election run by Rachel Munro

By acclamation, the QMS PA Executive is as follows:

Chair – Sherra Collett

Vice-Chair – Rachel Munro

Secretary – Laura Hagen

Treasurer – Kevin Westwick





Community Welfare – Kirsty Grant

Motion by Alana to accept the 2020–2021 QMS PA Executive, seconded by Rachel Munro.

### **Monthly PA Meetings for 2020–2021**

Sherra asked the PA members for input on whether to keep the meetings all morning meetings vs. alternating morning and evening. All meetings for now will be held on Zoom.

It was decided that we could be flexible and set the dates for now. All meetings are on the first Monday of the month. The dates are as follows:

- October 5
- November 2
- December 7
- January 4
- February 1
- March 1
- April 12
- May 3
- June 7

**The QMS PA AGM will be on June 7, 2021.**

**Class Reps:** We will be looking for Reps from ECE all the way through to Grade 12. Anyone interested in becoming a Class Rep is to contact the [QMS PA](#).

**PA Fundraisers and Sponsored Events:** At this point we are unable to do any in-person events. This doesn't mean however that we can't do something scaled down. Fundraising channels to consider are poinsettias and wreaths, and spring hanging baskets. Anyone with ideas can email the QMS PA. Sherra asked Alana and the other members with we would still consider doing a raffle. We made about \$6000 last year so we can put a proposal together for Heather Bartfai to consider. We look different this year but we are still here to support QMS.

**Close Meeting** – 9:04am adjourned.

Next meeting **Monday, October 5, 2020** on Zoom



**QMS PAC**  
**Balance Sheet**  
As of August 31, 2020

	Total
<b>Assets</b>	
<b>Current Assets</b>	
<b>Cash and Cash Equivalent</b>	
Chequing	28,912.11
Gaming	306.35
ISCU Membership Shares	5.60
Restricted Funds	0.00
<b>Total Cash and Cash Equivalent</b>	<b>\$ 29,224.06</b>
<b>Total Current Assets</b>	<b>\$ 29,224.06</b>
<b>Total Assets</b>	<b>\$ 29,224.06</b>
<b>Liabilities and Equity</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable (A/P)	
Accounts Payable (A/P)	0.00
<b>Total Accounts Payable (A/P)</b>	<b>\$ 0.00</b>
<b>Total Current Liabilities</b>	<b>\$ 0.00</b>
<b>Total Liabilities</b>	<b>\$ 0.00</b>
<b>Equity</b>	
Opening Net Assets	27,390.79
Profit for the year	1,833.27
<b>Net Assets</b>	<b>\$ 29,224.06</b>
<b>Total Liabilities and Equity</b>	<b>\$ 29,224.06</b>

**Profit and Loss**  
September 2019 - August 2020

	Total
<b>INCOME</b>	
<b>Fundraising (net)</b>	
Bazaar	21,777.20
DFS	1,365.63
Family Fun Night	610.36
Gala Raffle	5,000.00
Mabel's Labels	118.92
Thrifty's Smile Card	288.55
Unicycler	6,539.40
<b>Total Fundraising (net)</b>	<b>\$ 35,700.06</b>
Gaming Grant	6,520.00
Interest	8.04
<b>Total Income</b>	<b>\$ 42,228.10</b>
<b>GROSS PROFIT</b>	<b>\$ 42,228.10</b>
<b>EXPENSES</b>	
Bank fees	36.00
General Admin	747.66
QMS Wish List	38,944.69
Book Awards	666.48
<b>Total Expenses</b>	<b>\$ 40,394.83</b>
<b>PROFIT</b>	<b>\$ 1,833.27</b>