



**QMS Parents' Association
AGM Minutes
September 13, 2016**

PA Executive:

Kirsty Grant – Co-Chair
Dina Holbrook – Co-Chair
Jennifer Pelton – Vice Chair
Nancy Wilson – Treasurer
Tammy Gurski – Secretary
Karen McAllister – Community Welfare

QMS Staff:

Wilma Jamieson – Head of School
Tracy Arden – Director of Development & Alumni Relations Office
Heather Bartfai – Administrative Assistant, Development & Alumni Relations Office
Hayley Picard – Communications Manager

PA Members:

Dave Barber
Frances Blazich
Alana Smith
Laura Hagen
Wendy Leach
Olivia Boudreau
Jason K Lam
Denise Phipps
Ann Buttner–Danyliw
Kevin Westwick
Rachel Munro

Kirsty Called to Order at 8:13am

Welcome and Introductions – Kirsty Grant

Attendance/Instruction & Affirmation of quorum present – Jennifer Pelton.

Motion moved by Wendy Leach, seconded by Heather Bartfai.

“To Approve the Minutes of September 14, 2015 AGM, as presented.”

CARRIED

1. Address from the Head of School, Wilma Jamieson – Wilma passed on a heartfelt thank you from QMS for the QMS PACs continued support, time and effort to the schools fundraising needs.

2. Reports:

Co-Chairs: Kirsty Grant/Dina Holbrook – reported to have a very successful 2015-16 Year, with \$35,000 raised. We were able to fulfill the school wish list and ask for a second wish list.

Vice Chair: Jennifer Pelton – nothing to report.

Treasurer's Report: Nancy Wilson – See Attached – Motion to accept Treasurer's report –Wendy Leach, seconded Dina Holbrook.

CARRIED

Unicycler Report: Stephanie Gibbs and Andrea Weir – both absent – Nothing to report.

Community Welfare: Karen McAllister – Karen explained her role and request communicating with her, should anyone know of reasons to send out cards to faculty/community members.

3. PAC Fundraisers and Sponsored Events for 2016/17 – Tracey Arden reported a calendar was in the making with a schedule of fundraisers and sponsored events. With a focus of not trying to overwhelm and “nickel and dime” parents. They are also looking for ideas of a fundraiser in April.

4. Address from the Director of Development, Tracy Arden – Gala will be held May 13, 2017 with the first committee meeting scheduled for Sep 28th. There will be a Business Mixer – Oct 1st \$40.00 per ticket includes glass of wine and appetizers. Each business will be asked to donate a Gift Certificate or gift valued at \$25.00+.

5. Class Reps – 2016-17 Class Reps – Jennifer Pelton – All grades have been assigned a class rep and Jennifer explained the duties of class reps – communication and liaisons between parents and PAC. For all PAC activities and fundraisers.

6. Monthly PAC Meetings for 2016-2017 – First Tuesday of every month, 8:10am, Karen Quinn Hall.

7. Election of QMS PAC Executive for 2016/2017

Motion by Wendy Leach to Elect Jennifer Pelton as Election Chair, Nancy Wilson seconded.

CARRIED

By acclamation, the QMS Executive is as follows:

Chair – Kirsty Grant

Vice Chair – Alanna Smith

Secretary – Tammy Gurski

Treasure – Kevin Westwick

Motion by Wendy Leach to accept 2016-17 QMS Executive, seconded by Tammy Gurski.

CARRIED

8. Reminders

- Looking for a co-chair for the Christmas Bazaar Committee to eventually take over the reins from Kirsty.
- Gala Meeting 8:10am, Sep 28th, Karin Quinn
- Next Bazaar Meeting 8:10am, Oct 5th, Karin Quinn, Every Wednesday after.

9. Close Meeting – 8:43am adjourned

Next Meeting ***Tuesday, October 4th, 2016*** at 8:10am in Karin Quinn Hall.

