



## Queen Margaret's School Parents' Association (PA) Meeting Minutes February 2, 2026

### Attendees:

#### **PA Executive**

Darrel Siegel (Vice Chair)  
Taren Phillips (Secretary)  
Asti Williams (Community Welfare)

### **Regrets:**

Neemet McDowell (Chair)  
Michele Gergely (Treasurer)  
Natalie Macgregor (Past Chair)

### **QMS Staff**

Heather Bartfai, Director of Community & Donor Engagement  
Harriet Klumper, Director of Admissions

### **PA Members**

Lucy Z., Laura H., Ashley H., Catherine R.

- Call to Order 8:30am (Darrel)
- Territorial Acknowledgement (Darrel & Asti)
- Welcome and Introductions
- Attendance (recorded)
- Approval of Minutes from December 8, 2025
  - Lucy - approved; Ashley - seconded – all in favor.

### Reports

#### **Chair:** Neemet McDowell

- The PA will be supporting the Gala by providing the Safe Ride Home buses
- Looking ahead to three main events, including staff appreciation, planning for HMF 2026 and finishing the gaming grant summary reports for past years with help from Lucy.

#### **Vice-Chair:** Darrel Siegle

- Continuing research into switching the HMF Raffle to an online system.

**Secretary:** Taren Phillips

- Will be preparing a guidebook for running the HMF, to ease planning for future events.

**Treasurer:** Michelle Gergely

- General account balance \$11,181.07
- Gaming account balance \$7,946.06

**Community Welfare:** Asti Williams

- Busy writing cards! Holiday cards were sent to teachers and staff members before Christmas break, to thank them for all that they do for QMS.

**Guest Speaker: Harriet Klumper, Director of Admissions**

- We are looking forward to our upcoming Open House and Shadow Day.
- Admissions will be visiting nearby provinces to promote the school.
- Very excited to share that the school is implementing a new software system for billing and enrolment that will be rolling out in the next two weeks.
- The new system will allow parents to log-on to an online portal to view enrollment, expenses, payments, etc.
- Hoping the PA will help spread the word about the new portal to encourage parents to use the system and provide feedback.
- Question: what is the rate of growth for the school? Aiming for a population of 600 students, maximum. There is room to expand the Junior School, as each grade was split to double cohorts in 2025/26. Aiming for 12-15 students per class in Primary, 16-18 students per class in Intermediate and a maximum of 20 students in Senior. The school recognizes that there are limits to enrollment based on current infrastructure and facilities. There is potential to increase the population of the boarding school, which is in high demand across Canada.

**For Discussion and Updates**

Staff Appreciation

- Plan to book the Gelato Truck for the end of the school year, Tuesday June 23<sup>rd</sup>
- Potential for student-led video to show gratitude for the staff.
  - Darrel to discuss with Neil (tech support)

Holiday Market & Fair

- Aim to run the raffle ticket sales via an online platform.

Spring Family Event

- Heather to look at available dates for a PA Social.



## Annual Wish List

- PA will donate ~\$20,000 to the Wish List.
- Heather has sent out requests with a deadline set prior to Spring Break.
- Once requests are received, Heather will discuss the options with Ander Monro and the PA will review the list at the April meeting. Community Fun Night – Heather considering dates for a spring event.

## **New Business**

### Gala – Safe-Ride-Home

- Will provide two buses (North & South) with two trips per route.
- The approximate cost is \$350.
- Motion to Approve
  - Lucy - approved; Ashley - seconded – all in favor.

All meeting minutes are posted on the parent portal for reference, and any questions can be emailed to [gmspac@gms.bc.ca](mailto:gmspac@gms.bc.ca).

### **Next Meeting:**

Monday, March 3, 2026 at 7:00pm on Zoom  
Meeting Adjourned, 9:17pm (Darrel)

