Meeting Minutes

Alice Jamieson Girls' Academy Fundraising Association

Date:	October 8, 2025	Meeting Called By: Bill Weaver
Time:	7:00 PM	
Location:	Virtual - Zoom	

PRESENT

Bill Weaver (Chair)	Cate Hydman
Leslie Jones (Vice Chair)	Mauri Oldford
Lesley Kalmakoff (Secretary)	
Michelle Feragen (Treasurer)	
Lisa Nylen (Casino)	

1. **Welcome (Bill)**

   Minutes from June 11 2025 AGM are pending approval.

   Motion: Michelle moved to approve minutes from June 11, 2025. Seconded by Leslie J. Approved.

2. **Treasurer's Report – AJA Casino Account, AJA Non-Casino Account (Michelle)**

   Update on bank balances, as of Sept 30, 2025.

   AJA Non Casino Account
   $8,331.73 Unallocated
   $4,390.00 Pre-approved
   $12,721.73 Balance

   AJA Casino Account
   $113,213.08 Unallocated
   $27,446.00 Pre-approved
   $140,659.08 Balance

   Common Member Share Balance has been removed from the balance, which creates a difference from previous balance. This is a change from how Shivi reported the funding to how Michelle is reporting.

   Some discussions needed on recent invoices from last year's spending.

   Invoice discussions:
   - Honorarium for Guest Speaker in June 2025 – approval last year was for $100. Invoice received was for $101.60.
     Michelle moved that we approve the extra $1.60 for the honorarium. Seconded by Lisa. Approved.

- April 1 2025 Spark Field Trip for AJA Grade 4-6. We have no record of pre-approval of this expense.
  - **Action: Michelle will follow up with school to see if invoice was received in error.**
- Other invoices received for pre-approved expenses:
  a. First aid (from non casino funds)
  b. Library/Learning Commons resources

3. **Old Business (Bill)**
   None

4. **New Business**
   a) **Funding Asks** (see Page 2) **(Bill)**

   Three funding decisions were made over email by the board:
   - $5 food truck coupons for kids for September Meet the Teacher/welcome back event (up to $1250)
   - Summer Reading bingo $175
   - Thank you gifts for two past board members $200

   New Request - $500 expense for sun tent for outdoor events
   Mauri spoke to this request. The request is now for an unbranded tent, sharing the $1000 cost with SJ. Tent would help with visibility of the school, celebrating the sports teams and events, and provides shade and coverage.

   This would come from casino funds. We have sufficient funding to enable future department priorities.

   Michelle moved that we fund $500 towards a sun tent for Phys Ed outdoor events. Lisa seconded. Approved.

   Discussion about banner types and costs, and broader uses of the tent. Bill will research some of further options for future consideration.

   Bill continues to connect with School to understand priorities for this year. Labour action is disrupting attention and capacity for this discussion.

   b) **Signing Authorities and Bank Updates (Bill)**
   - Shivi has been removed as signing authority
   - **Action: Lisa will visit the bank with Bill to be added as third signing authority**
   - Printing cheques in small batches as it's more cost effective

   c) **Casino Update (Lisa)**
   - **Action: Lisa going to connect with SJ rep for tutorial on casino process**

   d) **2025-2026 AJA Association Meeting schedule (Lesley)**

Proposed meeting dates:

October	8	
November	12	during fall break - suggest Nov 5 or 19
December	10	
February	11	night before 5 day family day weekend - suggest moving to Feb 4
March	11	
April	8	
May	13	
June	10 (AGM)	

- Nov 19 selected as date for November meeting
- Feb 4 selected as date for February meeting
- **Action: Lesley will share schedule with school to post online.**

5. **Adjournment**

Next meeting will be **November 19 at 7:00 over Zoom.**

Meeting adjourned @ 8:00pm

Table 1.0 – Summary of Funding Requests – October 8, 2025

#	Item	Amount	Association (Notes)	Motion	Second	Carried
1	Reading Summer Bingo	$175	Was previously approved by the Board over email	-	-	Yes, by email
2	September Food Truck night coupons	$1250	Was previously approved by the Board over email	-	-	Yes, by email
3	Thank you for past board members	$200	Was previously approved by the Board over email	-	-	Yes, by email
4	Sun tent (unbranded)	$500	AJA and SJ shared cost of $1000	Michelle	Lisa	Yes