

## Westboro Parents' Society – Annual General Meeting

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Westboro Parents' Society Minutes- May 13, 2025

7:30 p.m. School Library

*\*Indicates written report/attachment provided*

### Attendance

**Voting Members:** Christan Rasmussen (President), Hilary Schmidt (Vice-President),  
Carrie Bounds (Secretary), Kate Weberg (Treasurer), Allison McColl

**Associate Members:**

**Others:** Shelby Labrecque (Principal), Tracey Prouse (Assistant Principal)

- 1) Call to order at 7:36 p.m.
- 2) Review of Agenda  
Agenda approved as presented.
- 3) Approval of the minutes from April 8, 2025  
Minutes approved as distributed.
- 4) Treasurer Report
  - a) Financial Report- *\*see attached*
    - 2024 year end report: The main reason for the deficit was due to all the iPads that were purchased for the classrooms.
    - On Sunday May 4, 2025, \$250 was approved to spend on Teacher Appreciation through an executive Virtual Meeting
- 5) CRA Update
  - a) Alberta Corporate Registry had been behind, but our changed objectives have finally been approved. We have been given a CRA extension to June 1<sup>st</sup>.
- 6) Executive Election- all positions open (quorum is met at 5 members)
  - a) President:
    - Christan has been nominated. Christan accepts and is acclaimed.
  - b) Vice-President:
    - Hilary has been nominated. Hilary accepts and is acclaimed.
  - c) Treasurer:
    - Kate has been nominated. Kate accepts and is acclaimed.
  - d) Secretary:
    - Carrie has been nominated. Carrie accepts and is acclaimed.
- 7) Open Discussion- we need to put forward a Special Resolution to amend our moving our AGM to within 6 months of our fiscal year-end. We will have a special meeting June 10/25 at 8:00pm on Zoom to vote on this Special Resolutions.
- 8) Adjourn 7:58 pm

## Westboro Parents' Society – Annual General Meeting

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**Next Meeting:** Tuesday, Sep 9 2025 at 7:30pm\*

\*potential for the Sep 9 meeting to be the new **AGM** depending on the outcome of the Special Resolution on June 10, 2025 meeting (to be confirmed)

**2025-26 Meeting Dates** (*meetings typically occur the second Tuesday of each month*):

- |          |          |          |
|----------|----------|----------|
| • Sep 9  | • Jan 13 | • Apr 14 |
| • Oct 14 | • Feb 10 | • May 12 |
| • Nov 18 | • Mar 10 |          |

# Westboro Parent's Society

# Treasurer Report

May 13, 2025

Date	Withdrawals	Deposits	Balance	Description
Sept 26, 24			\$1.00	Cash Deposit
<b>May 13, 2025</b>			<b>\$1.00</b>	Current <b>Servus Credit Union</b> Common Shares Account
Apr 08, 2025			\$5,272.72	Opening Balance Servus Credit Union
Apr 08, 2025	(\$773.06)			Chq #15 - 13100928 Canada Inc (Family Pizza Hot Lunch)
Apr 09, 2025		\$422.33		Muncha Lunch Dep
Apr 11, 2025	(\$797.50)			Chq #11 - AB Musical Theatre
Apr 29, 2025		\$847.67		Muncha Lunch Dep
May 02, 2025	(\$500.00)			Chq #16 - Shauna Sam (Parent Engagement Night)
May 05, 2025	(\$105.88)			Chq #17 - Hilary Schmidt (Parent Engagement Refreshments)
May 06, 2025		\$346.34		Muncha Lunch Dep
May 08, 2025	(\$413.77)			Chq #18 - Chantal Oswald-Osmanovic (Family Dance Supplies)
May 08, 2025	(\$215.60)			Chq #19 - Christan Rasmussen (Teacher Appreciation)
May 12, 2025		\$162.75		Muncha Lunch Dep
<b>May 13, 2025</b>			<b>\$4,246.00</b>	Current <b>Servus Credit Union</b> Bank Balance
<b>May 13, 2025</b>			<b>\$4,247.00</b>	<b>Total Funds for ALL Accounts</b>
<b>Pending Transactions</b>				Additional Family Dance Expenses and Revenue
			\$0.00	Sum of Pending Transactions
			<b>\$4,247.00</b>	<b>Working Balance</b>

# Westboro Parent's Society

## Financial Statement

### Statement of Financial Position

For the 12 months ending August 31, 2024

#### Assets

Cash (CIBC Account 980212) \$4,630.29

*\*No outstanding cheques*

Total Assets \$4,630.29

#### Liabilities

Accounts Payable \$0

Total Liabilities \$0

Net Assets: \$4,630.29

### Statement of Operations

For 12 Months Ended August 31, 2024

Revenues: \$15,062.91

Expenses: \$19,275.33

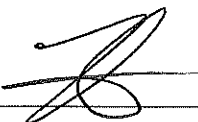
Excess (deficiency) of revenue over expenses: (\$4,212.42)

#### Approval Statement

This financial statement has been reviewed and approved by:

Kent Petrovicz CPA

Printed Name



Signature

May 5<sup>th</sup> 2025

Date

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

**Expenses September 1, 2023 - August 31, 2024**

Category	Subcategory	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Total
Events	Welcome Back BBQ	\$55.74												\$55.74
Events	PJ & Pancakes				\$327.27	\$216.06								\$543.33
Events	Musical Theatre						\$797.50							\$797.50
Operating Expenses	Insurance, Board Development					\$1,454.00								\$1,454.00
Board Expenses	CRA									\$25.00	\$42.21	\$500.00		\$567.21
Operating Expenses	Bank Fees	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$65.00	\$780.00
Engagement	Speaker Event								\$698.37					\$698.37
School Support	Teacher Appreciation										\$209.98			\$209.98
Fundraising	Art Cards			\$75.45										\$75.45
Fundraising	Hot Lunch		\$367.50	\$1,714.51	\$142.82	\$2,651.96	\$1,176.43	\$2,417.00	\$1,465.44	\$11.75				\$9,947.41
School Support	Supplies	\$223.54		\$403.08										\$626.62
School Support	Development						\$3,210.00							\$3,210.00
School Support	Recreation & Activities						\$309.72							\$309.72
<b>Total</b>		<b>\$344.28</b>	<b>\$432.50</b>	<b>\$2,258.04</b>	<b>\$535.09</b>	<b>\$4,387.02</b>	<b>\$5,558.65</b>	<b>\$2,482.00</b>	<b>\$2,228.81</b>	<b>\$101.75</b>	<b>\$317.19</b>	<b>\$565.00</b>	<b>\$65.00</b>	<b>\$19,275.33</b>

**Income - September 1, 2023 - August 31, 2024**

Category	Subcategory	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Total
Fundraising	Art Cards				\$973.50									\$973.50
Fundraising	Save On Foods	\$724.12							\$338.95		\$141.06			\$1,204.13
Fundraising	Mabels Labels		\$90.07											\$90.07
Fundraising	Pizza Kits					\$586.00								\$586.00
Engagement	EIPS Parent Engagement Grant									\$495.00				\$495.00
Fundraising	Hot Lunch		\$3,145.30	\$88.00		\$3,064.46	\$3,912.35	\$274.90	\$1,224.70	\$4.50				\$11,714.21
<b>Total</b>		<b>\$724.12</b>	<b>\$3,235.37</b>	<b>\$88.00</b>	<b>\$973.50</b>	<b>\$3,650.46</b>	<b>\$3,912.35</b>	<b>\$274.90</b>	<b>\$1,563.65</b>	<b>\$499.50</b>	<b>\$141.06</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,062.91</b>

**Balance Sheet**

<b>Assets</b>		
	<b>Description</b>	<b>Amount</b>
	Bank Balance at Aug 31, 2024	\$4,630.29
	<b>Total</b>	<b>\$4,630.29</b>
<b>Liabilities</b>		
	<b>Description</b>	<b>Amount</b>
	None	\$0.00
	<b>Total</b>	<b>\$0.00</b>
<b>Total Equity</b>	<b>Assets - Liabilities</b>	<b>\$4,630.29</b>

**Income Statement**

<b>Income</b>		
	<b>Description</b>	<b>Amount</b>
	All Sources	\$15,062.91
	<b>Total</b>	<b>\$15,062.91</b>
<b>Expenses</b>		
	<b>Description</b>	<b>Amount</b>
	All Sources	\$19,275.33
	<b>Total</b>	<b>\$19,275.33</b>
<b>Net Gain/Loss</b>	<b>Income - Expenses</b>	<b>-\$4,212.42</b>

Row Labels	Sum of Withdrawl	Sum of Deposit	Sum of Net Amount
<b>Board Expenses</b>	\$ (567.21)		\$ (567.21)
CRA	\$ (567.21)		\$ (567.21)
<b>Engagement Expenses</b>	\$ (698.37)	\$ 495.00	\$ (203.37)
Speaker Event	\$ (698.37)	\$ 495.00	\$ (203.37)
<b>Events</b>	\$ (1,396.57)		\$ (1,396.57)
Musical Theatre	\$ (797.50)		\$ (797.50)
PJ & Pancakes	\$ (543.33)		\$ (543.33)
Welcome Back BBQ	\$ (55.74)		\$ (55.74)
<b>Fundraising</b>	\$ (9,947.41)	\$ 14,567.91	\$ 4,620.50
Art Cards		\$ 973.50	\$ 973.50
Hot Lunch	\$ (9,947.41)	\$ 11,714.21	\$ 1,766.80
Mabels Labels		\$ 90.07	\$ 90.07
Pizza Kits		\$ 586.00	\$ 586.00
Save On Foods		\$ 1,204.13	\$ 1,204.13
<b>Operating Expenses</b>	\$ (2,309.45)		\$ (2,309.45)
Art Cards	\$ (75.45)		\$ (75.45)
Bank Fees	\$ (780.00)		\$ (780.00)
Insurance	\$ (1,454.00)		\$ (1,454.00)
<b>School Support</b>	\$ (4,356.32)		\$ (4,356.32)
Development	\$ (3,210.00)		\$ (3,210.00)
Recreation & Activities	\$ (309.72)		\$ (309.72)
Supplies	\$ (626.62)		\$ (626.62)
Teacher Appreciation	\$ (209.98)		\$ (209.98)
<b>Grand Total</b>	\$ (19,275.33)	\$ 15,062.91	\$ (4,212.42)