

# 2023 FH Substance Free Grad Committee AGM Minutes

November 9, 2022 | 6:30 | FH Collins Learning Commons

|                   |   |                    |                      |
|-------------------|---|--------------------|----------------------|
| Meeting called by | Scott Casselman   | Nicola Dietz       | Susan Gwynne-Timothy |
| Type of meeting   | 2023 SGM FH Collins<br>Substance Free Graduation<br>Society Committee Meeting | Christina Snider   | Karen Campbell       |
| Facilitator       | Susie- Anne Bartsch   | Robyn Greer        | Susie-Anne Bartsch   |
| Note taker        | Karen Campbell  | Malcolm Greer      | Scott Casselman      |
|                   |   | Buffy LaBonte-Sias | Shaun McLoughlin     |
|                   |   | Laurel McDowell    | Elaine Taylor        |
|                   |   | Sarah Gallina      | Tracey Keefer        |
|                   |   | Jenyfer Neumann    | Marissa Whyte        |
|                   |   | Heather Milford    | Stacy Hays           |

| AGM | Scott Cassleman – outgoing Vice President, 2022 FH Collins Substance Free Graduation Society

AGM Called to order at 6:33pm

Agenda items:

1. President Report – Scott Cassleman on behalf of outgoing President
2. Financial Report – Scott Cassleman on behalf of outgoing treasurer
3. Request for potential directors in order for election of new executive and directors at large.
4. Conversation

Meeting Minutes:

1. Scott presented president report
  - a. Areas of note for focus for new board are:
    - i. Fundraising
    - ii. Planning and execution of the prom in conjunction with the student grad committee
2. Scott presented the financial report – to be finalized.
  - a. Areas of note
    - i. Seed money of \$5000 to get new committee started
    - ii. Some finalization needed on the financial report in order for new elected board to submit
    - iii. Fundraising including raffle should start earlier than last year (end of March)
3. Further support and advice was provided from the outgoing committee and school rep regarding success and things to consider for next year including:
  - a. Access to school on PROM night and how to provide able supervision
  - b. Fundraising – start early

Conclusion Closing: AGM meeting adjourned at 7:02pm.

**Action items**

**Person responsible**

**Deadline**

| President Report- Scott to electronically share report with Susie Anne Bartsch<br><br>Financial Report - New elected board to connect with outgoing to received finalized financial report and move signing authority to new board |  |  |
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