



The Confederation of Parents' Advisory Councils of Saanich

## Annual General Meeting Agenda

Microsoft Teams

September 17, 2020, 8:30 pm

Chaired by James Taylor

### Attendees

#### COPACS Executive

- *Monique Hiltz, President*
- *James Taylor, 2<sup>nd</sup> Vice President*
- *Craig Morton, Treasurer*
- *Phil Molloy, Recording Secretary; and voting member for Keating Elementary School*

#### School PAC Representatives

- *Liz Keating, Kelset Elementary School*
- *Wendy Bird, Prospect Lake Elementary School*
- *Heather Hopcock, Deep Cove Elementary School*
- *Bonnie Doyle, Brentwood Elementary School*
- *Kelly Hoffman, Stelly's Secondary School*
- *Keely Kastrukoff, Bayside Middle School and Stelly's Secondary School*
- *Andrew Pape-Salmon, Cordova Bay*
- *Reet Dangerfield, Lochside Elementary School*
- *Leanne Turple, Lochside Elementary School*
- *Shu Franey, Bayside Middle School*
- *Kim Woodcock, Keating Elementary School*

### 1. Approval of agenda

Motion to approve draft agenda for the annual general meeting (AGM) presented by James Taylor; seconded by Craig Morton. Agenda approved.

### 2. Approval of last AGM's minutes

Motion to Approve 2019 annual general meeting (AGM) minutes presented by James Taylor; seconded by Monique Hiltz. 2019 AGM minutes are approved.

### 3. Election of Officers

#### a. President

Monique Hiltz nominated. Nomination accepted by Monique. No other candidates were nominated. Monique is acclaimed as the 2020-2021 COPACS President

#### b. Vice Presidents

VP1: Liz Keating nominated. Liz accepted the nomination. Since no other candidates were nominated, Liz is acclaimed as the 2020-2021 COPACS VP1.  
VP2: Kim Woodcock nominated. Kim accepted the nomination. Since no other candidates were nominated, Kim is acclaimed as the 2020-2021 COPACS VP2.

c. Treasurer

Craig Morton nominated. Craig accepted the nomination. No other candidates were nominated; hence, Craig is acclaimed as the 2020-2021 COPACS Treasurer

d. Secretary

Phil Molloy nominated. Phil accepted the nomination. No other candidates were nominated; hence, Phil is acclaimed as the 2020-2021 COPACS Secretary

James noted that the following (non-executive) positions are available for which parents are welcome to volunteer:

- Parent Education
- Emergency Preparedness
- Aboriginal Engagement and Liaison
- Committee Representative – James noted that he is willing to stand in this role again for one more year; however, he would like to share the role since this will be his final year in the school system. The position involves attending committee day once a month and to stand in for the President/VPs at Board meetings.

There was a discussion about engaging First Nation schools in our district. Attendees agreed that engagement between COPACS and First Nation schools is important

There was also a discussion about seeking funds to help schools upgrade their emergency preparedness (EP). It was noted that there has been a debate in the past about whether this funding should come from PACs or the School District. In the past, PACs have provided perishable items for EP kits; however, this may be changing.

#### **4. Financials**

Craig presented a summary of financials (attached). Motion to approve the financials as presented: Phil Molloy; seconded by Andrew Pape-Salmon. Financials approved as presented

There was a brief discussion about some house-keeping items:

- Monique explained how she, as President, handles emails, noting that she tries to reply when needed but not when no response is required. She also said to call her if there is a pressing issue.
- Kelly Hoffman flagged two bugs on the COPACS website
- James noted that monthly Committee Meetings occur on Tuesdays (and volunteered to attend), and Board meetings on Wednesdays (except the AGM; see <https://www.sd63.bc.ca/sites/default/files/Bd->

[Comm%20Mtg%20Dates%202020%2021.pdf](#)). James suggested a roster to share attendance at the Board meetings across the COPACS executive team.

**5. Adjournment**

Motion to adjourn by Monique Hiltz; seconded by Wendy Bird. Meeting adjourned at 9:00pm

DRAFT