

**Calgary French & International School Society  
Annual General Meeting**

**M I N U T E S**

**Wednesday, November 27, 2007**

CFIS Members	Kristan Strate, Chair	Linda Kepler	Sally Soroka
	Gail Strasser, Past Chair	Blair Kraus	Diana Stevens
	Jan Alston	John McVicar	Glen Swail
	Jackie Christensen	Gail O'Reilly	Joanne Weninger
	Jennifer Heath	Chris Perks	Frances Yuen
	Mark Hougen	Ed Romanowski	
Ex Officio:	Darren Forrester, Principal		
Non - Members:	Dave Jackson, Business Manager Paula Elock, Recording Secretary		

The meeting was called to order at 6:50 pm at the Calgary French & International School. Quorum was confirmed.

The Chair of the Board, Ms. Kristan Strate, took the chair and introduced herself, welcomed members and guests and advised that a question and answer period would be held following adjournment of the meeting. Ms. Strate asked Ms. Paula Elock, Board Secretary, to act as Recording Secretary of the meeting. In order that the meeting covers all of the business for which it was convened within a reasonable period of time, Ms. Strate explained that the Board has prearranged with a number of persons attending this evening to move and second certain resolutions. She stated that this procedure is not an attempt to discourage participation but merely a way to expedite proceedings and explained that there would be ample opportunity during the "Other Business" portion of the meeting to publicly raise any questions, concerns or comments regarding the Society. She noted that representatives of senior management would also be available to answer questions after the meeting.

Ms. Strate welcomed all guests who are not members and asked that they refrain from voting. She also requested that all members print their name in the attendance sheet by the door (see attached).

**1. Agenda Review**

Ms. Strate presented a copy of the proposed Agenda and invited any member to review it before calling for a motion to approve the adoption of the Agenda as an Agenda for the Meeting.

Linda Kepler moved to adopt the Agenda. Jan Alston seconded the motion. Carried.
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**2. Adopting Minutes of the Annual Meeting of Members – November 29, 2006**

Ms. Strate presented a copy of the Minutes for the 2006 Annual Meeting of the Members and invited any members to review it.

Diana Stevens moved to adopt the Minutes for the 2006 Annual Meeting of the Members. Blair Kraus seconded the motion. Carried.
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**3. Receiving the Annual Report of the Principal.**

Darren Forrester presented a highlight of his report included in the Annual Report of the School. Ms. Strate received the Annual Report and instructed that it be kept on file with the Minutes of this meeting. She explained that members are not asked to approve the Annual Report but are welcome to discuss any questions or concerns with respect to the Report directly with Darren Forrester after the formal part of the meeting.

**4. Auditor’s Report and Review of Financial Statements.**

Ms. Strate informed the members that copies of the financial statements for the year ending August 31, 2007, together with the auditor's report on the financial statements, were available for viewing at the meeting and by appointment with the office. She explained that members are not asked to approve the financial statements. If any members have any questions or concerns, Glen Swail would be pleased to answer them after the formal part of the meeting.

Glen Swail presented the 2007 Audited Financial Statements and answered the following question:

Q. Does the General & Administrative Expenses include the lease payments to the Foundation?

A. Yes.

Q. Why are the Accounts Receivable so high?

A. They include outstanding GST. It has since been collected.

Q. Why are our bussing revenues and costs so different from the previous year?

A. There are more students using the bussing service and more contracting to Edge, which speaks to the increase revenue. The maintenance costs have decreased as a result of having a new bus.

**5. Election of Directors.**

Ms. Strate indicated that the members are required to fix the number of Directors for the Board.

Blair Kraus moved to fix the number of Directors for the Society to thirteen. Sally Soroka seconded the motion. Carried.

Ms. Strate noted that there are five directors completing the second year of a two-year term which leaves eight directors to be elected. She indicated that the nominees are Jennifer Heath, Jim Leonidas, Bob O'Reilly, Patricia Walker and Joanne Weninger for a two-year term and, Laurie Jones, Gail Strasser and Kristan Strate for a one-year term as Directors of the Society for the stated terms or until their successors are duly elected or appointed.

There being only eight directors for eight vacant positions she declared that Jennifer Heath, Jim Leonidas, Bob O'Reilly, Patricia Walker and Joanne Weninger for a two-year term and, Laurie Jones, Gail Strasser and Kristan Strate for a one-year term as Directors of the Society for the stated terms or until their successors are duly elected or appointed.

**6. Appointment of Auditors.**

Ms. Strate called for a motion for the appointment of auditors for the current year.

Joanne Weninger moved that Werner Haag Chartered Accountants be appointed auditors of the Society to hold office until the close of the next annual meeting or until a successor is appointed, and that the directors be authorized to fix their remuneration. Linda Kepler seconded the motion. Carried.

**7. Further Business and Termination.**

Ms. Strate asked if there were any further business before this meeting then called for a motion to end the meeting.

Jennifer Heath moved to adjourn the meeting at 7:12 p.m. Seconded by Chris Perks. Carried.

Respectfully submitted,

Paula Elock  
Recording Secretary