

# École St. Mary Catholic School Community Council

140 McIntosh Street North, Regina, SK., S4R 4Z9



## 2025 AGM Meeting Minutes

Where: In person at school and online

When: May 20, 2025

**Attendees: In Person:** Paulette Belisle, Chris Busby, Nathaniel Yule, Shauntel Lemon, Jen Hamblin, Salina Stilborn, Jessie Ell-Schwartz, Jodi Raymond-Harvey, Kathe Scrobe, Sharon Reich, Tonya Warren, Krystal Akani, Jennifer Demchuk, Mark Veneziano, Titilayo Omolola, Krystal Akani

**Online:** Michelle Owolagba

6:36pm call to order

### **Review and approval of last AGM minutes (May 8, 2024):**

**Motion to approve the minutes by Salina, seconded by Kathe. Motion approved and carried.**

### **Chair report:**

[text is taken from Shauntel's submitted document]

"Good evening everyone.

Welcome to our AGM and thank you so much for coming. It's truly wonderful to see so many familiar faces here tonight. This past year has been a whirlwind of events, initiatives, and community-building, and I'm thrilled to share a recap of all we've accomplished together. First, I'd like to express my sincere appreciation to the members of our CSCC Executive—Salina Stilborn, Jon Hayward, Jen Demchuk, Jessie Ell-Schwartz, Jodie Harvey-Raymond, Tonya Warren, and Michelle Owolagba. Thank you for your time, energy, and ideas throughout the year.

A big thank you as well to Mr. Nathan Yule, Mr. Busby, and Mme Belisle for their ongoing support and presence at our meetings. We've also been lucky to have many other staff members join in at various times, and their input and involvement have been invaluable. This year we will have held nine meetings, with a mix of online and in-person options to accommodate as many parents as possible. December's meeting was an informal social gathering.

We've continued to communicate with parents through several channels: Edsby, a contact list organized by Salina through the school database, and a subscribable online calendar. We also kept an up-to-date yearly calendar of events to help families stay informed.

### **Events & Initiatives**

We kicked off the year with our **Welcome Back BBQ**, held during the school's backpack drop-off event. It was a great turnout, with students reconnecting with teachers, getting their faces panted, and enjoying a low-cost BBQ supper. M&M Catering cooked up the meat again and we added cookies and bottled water to the menu.

We welcomed parents back to school with **coffee and donuts** on the first day of school—offering a warm invitation to join us in the gym after morning drop-offs.

Three **Movie Nights**—in September, November & February—were hosted with dual movie options and concession items sold for just \$1. These nights were free for families, and a big thank you to the Grade 8s who helped run the concession.

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This year, we also coordinated **Spirit Wear Sales** with the supplier being Xtratime Sports Soccer Locker for the 2<sup>nd</sup> year in a row.

We hosted two **school dances**—a Halloween Dance, and a more manageable February Dance. The latter was followed by a separate Grade 7/8 dance, which saw a slightly lower turnout than last year, but students again stepped up in a big way to volunteer for set-up and throughout the event.

We supported student conferences in **November and March** with **complimentary popcorn and juice**, creating a welcoming space for families in the gym while they waited between appointments.

In November, our **Mom's Pantry fundraiser** raised just over \$2,700. One of our most beloved traditions, **Advent Cookie Decorating**, continues strong—I believe we're now in our 10<sup>th</sup> year! Each student decorated two cookies. The CSCC hired Laura Laird to bake all the cookies and the students gave her glowing reviews. We also had an amazing team of volunteers assist with this activity.

The **Christmas Carnival** was a hit again this year. Some new additions were photos with Mrs. Claus, story time with Mme Elfery, caroling, a second fire pit and an expanded concession.

February was **Teacher Appreciation Week**. Teachers were shown our appreciation through a catered lunch, muffins & fruit, and ice cream treats.

March saw another successful **Shrove Tuesday** We served lots of pancakes and fruit. Parent volunteers once again made this possible. Also in March we helped coordinate volunteers for the bookfair. Each sale from the bookfair contributed to being able to buy more books for the school library.

The Spring Carnival was brought back and we were able to subsidize the tickets to make the event as affordable as possible for families. This event was held at Amazing Adventures. Just last week the CSCC ran the concession for the school musical selling popcorn, candy bags, fish crackers & water.

### Fundraising

**Hot lunches** continue to be a strong fundraiser, with lunches happening every month except September. Total profit is still TBD but approximately \$8500 over 9 lunches. Grade 8 students continue to play a key role in food distribution, supported by volunteers. Jen Demchuck has taken over the coordination of the hot lunches, which Erin Rockabar has lead for the last 10 years I believe. Many of the work for hot lunch is done behind the scenes and we appreciate all the care and attention to detail that goes into each lunch.

This year we also added a donation option to the menu for hot lunches where people could add a \$2 or \$5 donation to their hot lunch order.

We had 2 fundraisers this spring – **Purdy's chocolates** which brought in \$635 and **Growing Smiles** which brought in \$461.

### Financial Contributions

Thanks to our fundraising efforts, we were able to continue offering **free admission to all events** hosted at the school and kept concession prices very affordable (\$1–\$2). We also supported our school by:

- Providing each full-time teacher with \$175 to support classroom supplies, books, and activities.
- Purchased 2 insulated Beverage containers and a gently used cooler to keep beverages cold.

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- Approved the purchase of 5 Ukeleles to top up the classroom set
- Purchased t-shirts for CSCC members so they can be identified at school events

## What's Still to Come

We're looking forward to:

- **Frozen Treat Day** in June,
- Supporting the **Grade 8 Breakfast**
- Selecting our **\$250 Grade 12 bursary recipient** (for a St. Mary alumnus)

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In closing, I want to extend a heartfelt **thank you to all of our volunteers**—parents, grandparents, siblings, aunts, uncles, and community members. Every event, whether it's serving pancakes, handing out popcorn, or helping with hot lunches, is powered by your time, energy, and generosity. The smiles on the students' faces are a direct reflection of your care and commitment.

It's been a privilege to serve as Chair this year. Thank you for your trust, your ideas, and your support. I'm incredibly proud of what we've done together, and I look forward to seeing what next year brings.

Thank you.

Chair (1 year term)

Possibly Treasurer if no one else puts their name forward for Chair - would be a 1 year term

OR – Kathe will accept another 2 year term

Salina will stay for another 2 year term as Vice

Jon - 2nd year as Secretary

Michelle - Will accept another 2 year term

Tonya - Will accept another 2 year term

Jen - Just finishing 1 year of a 2 year term

Jessie - just finishing 1 year of a 2 year term

Jodie - just finishing 1 year of a 2 year term “

## Vice Report:

Salina: -Thanks again to Shauntel, who is underselling her hard work over the years.

## Secretary Report:

- Nothing to report

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## Treasurer Report (May 19, 2025):



Apr 9, 2025 Statement Balance: 6840.83

Cash on Hand: 150.00

Hot Lunch Float: 175.00

Total: 7165.83

Revenue (Total): 8598.71

Expenses (Total): 2566.48

Current Financial Position: \$13198.06

- Reviewed June 30, 2024 – June 30, 2025 statement, which has been distributed prior to this meeting
- biggest fundraiser, as always, is Hot Lunches
- most events pay for themselves, carnivals sometimes need funding
- funds collected for the concession at the musical: who claims?
- Kathe offers to cut a cheque to the school for the ~\$250 (money raised via the Square reader at the play concession), which could be used to fund the next year's musical. Paulette suggested using the money to buy pizzas for the play's wind-up party
- Purdy's refund process was a headache, including photo evidence, might affect our decision to use them next year.

## **Motion to approve the Treasurer's Report by Jen Demchuk, seconded by Tonya Warren**

### **Elections –**

- Chairperson for a 1 year term as last year Shauntel took a one year term
- recent Constitution modification allows directors to stay on for another 2 year term without re-elections
- [Shauntel reviews the constitution, then the responsibilities of the Chair]
- Jon: can you send me the latest version so it can be stored alongside minutes? [Shauntel will do so]
- Kathe puts her name forward for the role, wins by acclamation, leaving the Treasurer position open (starting a new 2 year term)
- Titilayo puts herself forward as a nominee for Treasure, wins by acclamation
- Salina accepts another 2 year term as Vice Chair
- Michelle accepts another 2 year term as director
- Tonya accepts another 2 year terms as a director
- Jen, Jesse, and Jody are finishing their first year of their terms

### **Constitutional Amendment for Signing Authority**

- the vice-chair was not part of the signing authority originally, but due to the secretary's lack of daytime availability more flexibility was needed
- Line 11.5 of the constitution to be official updated:
- 3 signers in total from the executive group, 2 needed for each cheque

## **Motion by Shauntel, seconded by Jen D. Motion is approved and carried**

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Call to adjourn meeting. 7:13 pm



Next AGM meeting is *tentatively* May 12, 2026

## Revision History

Date	Notes
May 20, 2025	Notes taken during meeting
May 22, 2025	Included Shauntel's Chair Report

Shauntel Lemon, Chair

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Kathe Scrobe, Treasurer

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