Briar Hill School Foundation Meeting - ANNUAL GENERAL MEETING

Time: 12:10 PM

Chair: Alessandra Robertson

Location: Briar Hill School / Online (Teams)

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1. Call to Order

The Briar Hill School Foundation Meeting was called to order at 12:10 PM.

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2. Attendance

Nathan D. (Principal)	Alessandra R. (Chair)
Theanna B. (Secretary)	Angeles M. (Parent)
Sarah M. (Parent)	Tyler J. (Parent)
Nancy L. (Parent)	Leanne O. (Parent)
Emilia T. (Parent)	Kate T. (Parent)
Matt Field (Treasurer)	Gunter S. (Parent)
Cheryl Ahern	Classroom Volunteer Lead
Jill J. (Parent)	

2. Approval of Agenda

Motion: Tova

Second: Cheryl

Carried

Approval of Incoming Council Members

Approving Matthew Field (New Treasurer)

Motion: Jill J.

Second: Jeremiah K.

Carried

Approving Alessandra R. - New Chair

Motion: Tova S.
Second: Matthew F.

Carried

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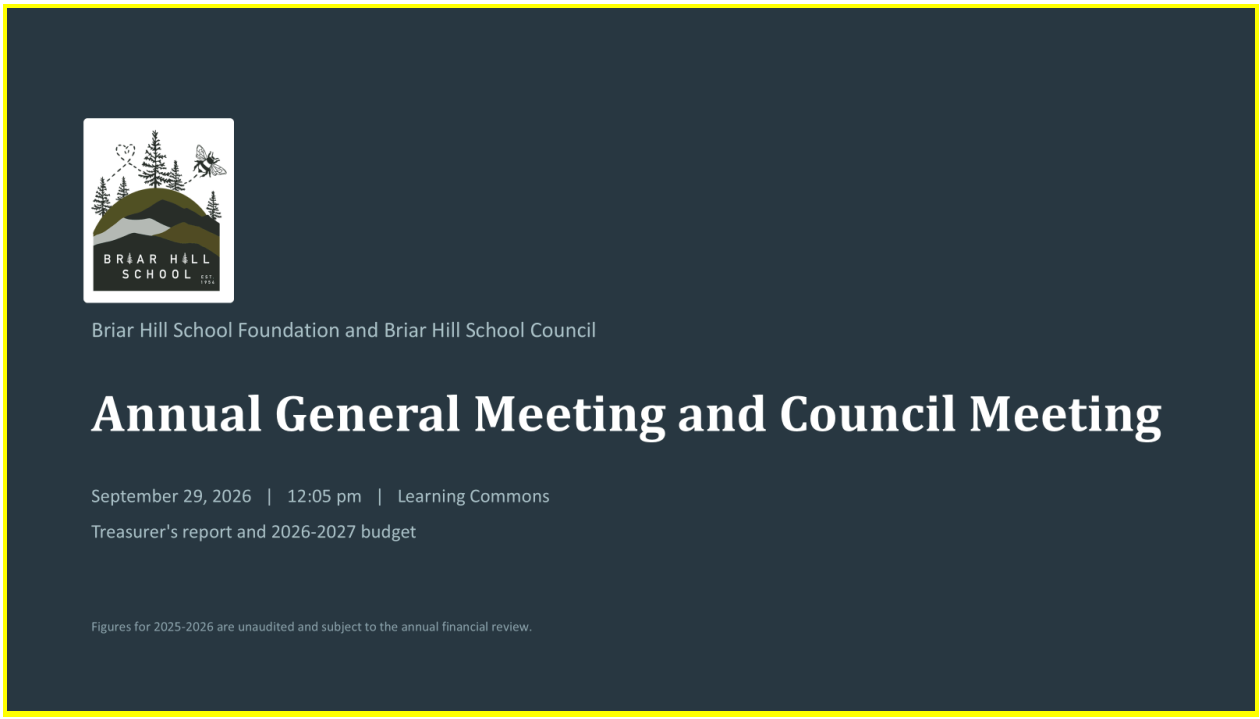
3. Treasurer's Report



Briar Hill School Foundation Meeting – September 29, 2026

Agenda

September 29, 2026, 12:05 pm, Learning Commons. Two meetings run back to back.

Briar Hill School Foundation

Annual General Meeting

1. **Call to order**
   Alessandra R.
2. **Welcome and attendance**
   Alessandra R.
3. **Approval of agenda**
   Alessandra R. Action: approve agenda
4. **Approval of minutes from the June meeting**
   Alessandra R. Action: approve minutes
5. **Approval of incoming council members**
   Alessandra R. Action: approve incoming members
6. **Treasurer's report**
   Matthew Field. Action 1: approve 2025-2026 financial statements. Action 2: approve 2026-2027 budget
7. **Adjournment**
   Alessandra R.

Briar Hill School Council

Council Meeting

1. **Call to order**
   Alessandra R.
2. **Welcome and attendance**
   Alessandra R.
3. **Approval of agenda**
   Alessandra R. Action: approve agenda
4. **Approval of minutes from the June meeting**
   Alessandra R. Action: approve minutes
5. **Approval of incoming council members**
   Alessandra R. Action: approve incoming members
6. **Principal's report**
   Nathan deBoer
7. **Adjournment**
   Alessandra R.

Materials circulated by email: agenda and minutes of the June meeting. The treasurer's report items are covered in the slides that follow.

Fund structure

The Foundation holds parent fundraising money and casino money separately. They cannot be mixed.

General Fund

$44,466

Raised by parents through pizza lunch, the book sale, the carnival and other events. The council decides how it is spent.

Casino Fund

$84,799

From our AGLC casino event. Restricted to approved student programs. Cannot fund facilities, staff costs or general operations.

Total held by the Foundation

$128,865

as at July 31, 2026

Casino funding

- Our casino event ran at Cowboys Casino on November 21 and 22, 2025, staffed by parent volunteers. It produced $89,637.
- Alberta groups get a casino roughly every two years. Our next one is confirmed for Q4 2027, and we will need volunteers again.
- Casino money has to be spent within three years of receiving it, which is why the council plans its use year by year.

Parent fundraising

What our events raised last year, and what we are planning this year. Amounts are net of event costs.

Event	2025-26 raised	2026-27 plan
Pizza Lunch	$4,468	$4,500
Book Sale	$3,535	$3,500
Carnival	$3,293	$3,000
Halloween Howler	-	$3,000
Healthy Hunger	$2,767	$2,500
Apple Fundraiser	$1,250	$1,000
Mabel's Labels, Skip the Depot, Clothing Bin	-	$500
Movie Night	($279)	$500
Bank Interest	$76	$400
Miscellaneous	$3,766	-
Silent Auction	$1,885	-
Family BBQ and AGM	$1,180	-
Welcome BBQ 50/50	$257	-
Volunteer	-	$0
Total raised	**$22,198**	**$18,900**

Planned for students and staff

$11,500

Staff breakroom and gym update, Grade 6 farewell, staff appreciation, meeting refreshments, general school expenses, insurance.

Set aside for next year

$7,400

Held to top up student programs in years when casino funds run low.

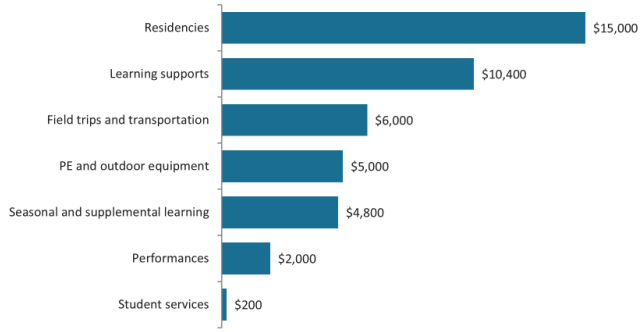
Volunteer needs

- Event leads for the Howler, Carnival, Book Sale and Movie Night
- A 50/50 raffle coordinator for the year
- Pizza lunch and Healthy Hunger helpers each month

Halloween Howler and Movie Night were not held or broke even in 2025-2026. Family BBQ and AGM, the silent auction and the 50/50 raffle are not budgeted to raise funds this year.

Casino funds for students in 2026-2027

$43,400 allocated with the Principal and shared with staff in June 2026.



Planned purchases

- Jeff Stockton booked for 10 dates, plus a lacrosse residency already secured
- Roughly three out-of-school field trips per grade team, subsidised for families
- Mathletics $4,476 and Mystery Science $2,464
- Student journals and agendas, decodable readers and literacy support
- CBE-approved robotics and other STEM equipment
- PE blue mats, volleyball nets, dodgeballs, 9 Square equipment
- $23 per student in Grades 1 to 6 and $12 per Kindergarten student for hands-on and seasonal learning

Opening balance

$84,799

Planned spend

$43,400

Carried into 2027-2028

$42,299

Casino funds are restricted by AGLC to approved student programs. The next casino event is confirmed for Q4 2027, with those proceeds expected in the 2027-2028 year.

Outlook and approvals

2026-2027	General	Casino	Total
Money in	$18,900	$900	$19,800
Money out	$11,500	$43,400	$54,900
Change in the year	**$7,400**	**($42,500)**	**($35,100)**
Balance at July 31, 2026	$44,466	$84,799	$129,264
Projected at August 31, 2027	**$51,866**	**$42,299**	**$94,164**

The Casino Fund decreases because the money is being spent on students. Those proceeds were received in February 2026 and must be disbursed within three years.

Total spending



For approval

- Approve the 2026-2027 budget
- Receive and approve the 2025-2026 financial statements as presented, unaudited and subject to completion of the annual financial review under bylaw 9.2, with the reviewed statements to be circulated to members once complete
- Appoint an accountant, or elect two independent members, to carry out the annual financial review
- Appoint the 50/50 raffle coordinator
- Elect the executive for the year

Volunteer opportunities

- Take an event lead role for one event this year
- Sign up for the Q4 2027 casino. It funds most of what students receive
- Volunteer for pizza lunch, the book sale or the carnival
- Come to council meetings and tell us where you want the money to go

2025-2026 financial statements for approval

Statement of activities for the year, and statement of financial position. Unaudited.

Revenue, unrestricted

Pizza Lunch	$4,468
Miscellaneous	$3,766
Book Sale	$3,535
Carnival	$3,293
Healthy Hunger	$2,767
Silent Auction	$1,885
Apple Fundraiser	$1,250
Welcome Back BBQ	$1,180
Welcome BBQ 50/50	$257
Interest	$76
Movie Night	($279)
Total unrestricted revenue	**$22,197**

Revenue, restricted (casino)

Casino Revenue	$89,637
Interest	$438
Total restricted revenue	**$90,075**
Total revenue	**$112,272**

Expenditure, unrestricted

Staff Breakroom	$2,754
Grade 6 Farewell	$1,872
Insurance	$1,000
Learning Support	$642
General school expense	$531
Staff Appreciation	$501
Meeting Refreshments	$457
Bank Fees	$19
Total unrestricted expenditure	**$7,776**

Expenditure, restricted (casino)

Electronics and equipment	$9,019
Digital subscriptions	$7,022
Residencies	$6,075
Library furniture	$4,949
Journals and planners	$2,999
Classroom Support	$2,330
Field trips	$1,580
Instruments	$1,219
Learning Support	$1,203
Sports and PE	$376
Meeting Refreshments	$142
General school expense	$31
Bank Fees	$12
Total restricted expenditure	**$36,956**
Total expenditure	**$44,732**

Change in net assets

	Unrestricted	Restricted	Total
Change in the year	$14,421	$53,119	$67,540
Opening net assets	$29,644	$31,680	$61,324
Closing net assets	**$44,065**	**$84,799**	**$128,864**

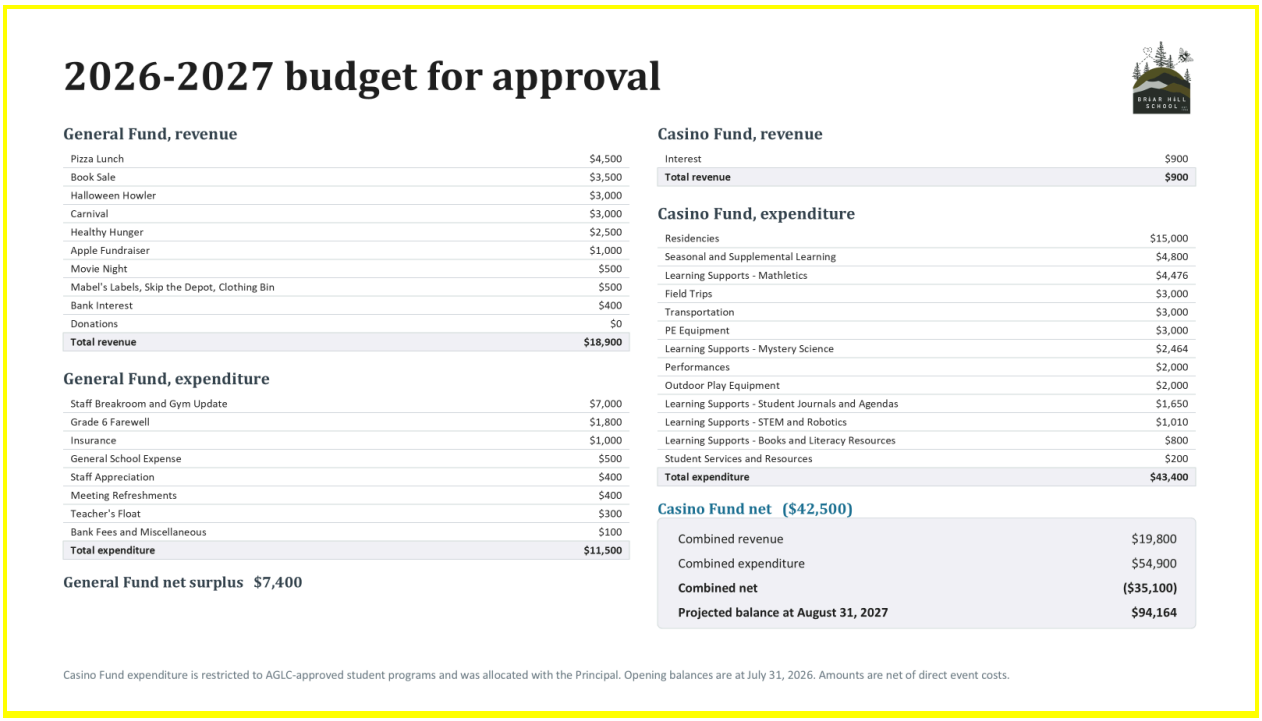
Statement of financial position

Bank accounts, general fund	$44,466
Bank account, casino fund	$84,799
Total assets	**$129,264**
Accounts payable	$399
Total liabilities	**$399**
Unrestricted net assets	$44,067
Restricted net assets, casino	$84,799
Total net assets	**$128,865**

Motion

That the 2025-2026 financial statements be received and approved as presented, unaudited and subject to completion of the annual financial review under bylaw 9.2, with the reviewed statements to be circulated to members once complete.

Prepared on a cash basis. Fundraising revenue is shown net of direct event costs. Individual lines are rounded to whole dollars, so a column may differ from its total by a dollar. Restricted funds are restricted by AGLC licence terms. Bank balances are at July 31, 2026; the August 2026 statements were not available at the date of preparation.



2026-2027 budget for approval

General Fund, revenue

Pizza Lunch	$4,500
Book Sale	$3,500
Halloween Howler	$3,000
Carnival	$3,000
Healthy Hunger	$2,500
Apple Fundraiser	$1,000
Movie Night	$500
Mabel's Labels, Skip the Depot, Clothing Bin	$500
Bank Interest	$400
Donations	$0
Total revenue	**$18,900**

General Fund, expenditure

Staff Breakroom and Gym Update	$7,000
Grade 6 Farewell	$1,800
Insurance	$1,000
General School Expense	$500
Staff Appreciation	$400
Meeting Refreshments	$400
Teacher's Float	$300
Bank Fees and Miscellaneous	$100
Total expenditure	**$11,500**

General Fund net surplus $7,400

Casino Fund, revenue

Interest	$900
Total revenue	**$900**

Casino Fund, expenditure

Residencies	$15,000
Seasonal and Supplemental Learning	$4,800
Learning Supports - Mathletics	$4,476
Field Trips	$3,000
Transportation	$3,000
PE Equipment	$3,000
Learning Supports - Mystery Science	$2,464
Performances	$2,000
Outdoor Play Equipment	$2,000
Learning Supports - Student Journals and Agendas	$1,650
Learning Supports - STEM and Robotics	$1,010
Learning Supports - Books and Literacy Resources	$800
Student Services and Resources	$200
Total expenditure	**$43,400**

Casino Fund net ($42,500)

Combined revenue	$19,800
Combined expenditure	$54,900
Combined net	**($35,100)**
Projected balance at August 31, 2027	**$94,164**

Casino Fund expenditure is restricted to AGLC-approved student programs and was allocated with the Principal. Opening balances are at July 31, 2026. Amounts are net of direct event costs.

Approval for Treasurer's Report / Financial Statement

Motion: Jill J.

Second: Gunter S.

Carried

Approval for 2026-2027 Budget

Motion: Gunter S.

Second: Cheryl A.

Carried

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5. Adjournment

The School Foundation meeting was adjourned at 12:34 PM