



LORD AYLMER HOME AND SCHOOL

MONTHLY MEETING

Date: May 22, 2025

Time: 6:30 PM (in-person and virtual via Teams)

Facilitator: April Moffatt (President)

ATTENDANCE			
TOTAL	GROUP	NOTES	
4	Executive Committee	Present	Name / Position
		X	April Moffatt (President)
		X	Véro Beaudry (VP)
		X	Ciaran Dooley (Treasurer)
		X	Nicole Smith (Secretary & Membership)
			Ashley Tetreault (Volunteer Coordinator)
17	H&S Membership	Voting members	
MEETING ADMINISTRATION			
ITEM	AGENDA ITEM	PRESENTER	ACTION / NOTES
1	Approval of April minutes	April	Motioned by: Véro Seconded: Jessica Approval of the agenda: approved
2	Approval of the agenda	April	Motioned by: Ciaran Seconded: Véro Approval of the agenda: approved
Reports			
3.1	Treasurer's Report	Ciaran	<ul style="list-style-type: none"> Update to current account balance cash amount. The table provided indicates \$1600, however it should read \$1100 as we approved and distributed \$500 to a LA family in need. Whoopi Balloons has not cashed their cheque from the May dance yet. Grade 6 Graduation budget was \$1500 however we are under budget at \$1481.75
3.2	QFHSA Update	Debi	<ul style="list-style-type: none"> AGM is on June 5 at 7:00PM via Zoom. This is the same day as the H&S End of Year BBQ. LA should send a delegate to ensure quorum for voting.



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			<ul style="list-style-type: none"> Debi was voted in by all members at the meeting to attend as the delegate on behalf of LA. April will complete the delegate paperwork and submit it to QFHSA. The media position held by Tamara has been terminated based on a vote by the executive committee. The termination has identified the need to re-write and strengthen by-laws and constitution.
3.3	Principal Message	April on behalf of Sam/Hannah	<ul style="list-style-type: none"> No update to provide.
3.4	E-Votes	April	<ul style="list-style-type: none"> At all meetings moving forward the results of e-votes will be discussed at the meeting following the vote. Following the discussion, a member will motion the results with another member seconding the results and vote for all in favour of the decision. The following e-votes were discussed: <ol style="list-style-type: none"> Family in need <ul style="list-style-type: none"> The e-vote was to release \$500 to a LA family impacted by a house fire. The e-vote had 17 votes with 100% approval. Motioned by: Debi Second: Gray All in favour Kindergarten Graduation <ul style="list-style-type: none"> E-vote was to spend up to \$500 on the kindergarten graduation. The school is limited to where they can purchase items (Party City, Provigo) and H&S can shop anywhere, saving a significant amount of money. The e-vote had 15 votes with 100% approval. Motioned by: Ciaran Second: Aimee All in favour Pop-up sign



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			<ul style="list-style-type: none"> ● This e-vote was to approve \$185 to purchase a pop-up sign to advertise H&S at events. ● The e-vote had 17 responses with 100% approved. ● Motioned: Véro ● Second: Tam ● All in favour <p>4. T-shirts for H&S members</p> <ul style="list-style-type: none"> ● H&S would like to be easily identified at events. This vote was to poll whether members would purchase their own shirts with h&s logo or if they would want h&s to purchase them but they would be returned to h&s at the end of the year. ● The e-vote had 14 votes with 11 members voting to purchase their own shirt and 3 members voting for h&s to purchase. <p>5. Spirit Day</p> <ul style="list-style-type: none"> ● This vote was to approve up to \$4000 to rent bouncy castles for LA spirit day on June 18 ● At the meeting, Nicole was unable to locate the e-vote and will follow up with members after the meeting. A motion will be proposed at the June meeting.
3.5	Governing Board Update	Ciaran	<ul style="list-style-type: none"> ● The school will be sending a survey to all parents, like the one sent last year. ● This survey will include two h&s questions: are you familiar with h&s and what fundraisers would you like to see? ● September 18 is the welcome back BBQ. ● June 18 is Spirit Day and Subway Day (school will fund the subs). ● June 17 is grade 6 graduation ● Kindergarten graduation date is TBD.
BUSINESS			



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4.1	Garage Sale Update	Marie-France	<ul style="list-style-type: none"> ● 18 tables have been sold, plus one table for the Scouts group who will hold a lemonade stand and donate money to charity. ● The weather does not look promising for the outdoor event so we will need to check with the school to see if we can use the gym at senior campus. ● April will alter the insurance form to reflect the possibility of an indoor event.
4.2	May Dance Update	Stacey	<ul style="list-style-type: none"> ● Approximately 150 people attended the event. ● Pizza and candy were big sellers. ● Feedback was that there was not enough advertising. The FB page had numerous posts, and the school emails had information as well. The only difference was we did not have a poster on the door at each campus.
4.3	End of Year BBQ	April	<ul style="list-style-type: none"> ● Date: June 5. ● We will have snow cones, cotton candy, games, dunk tank, bouncy castles, face painting and tattoos, bbq and more. ● Initially the idea was that all entertainment would be free and only food would have a fee. ● It was discussed that the dunk tank could have a fee (\$1/3 balls). ● A vote was held on free entertainment (excluding dunk take) <ul style="list-style-type: none"> ○ Motioned: Jessica ○ Second: Véro ○ All in favour ● ● A vote was held on charging \$1/3 balls. <ul style="list-style-type: none"> ○ Motioned: Jessica ○ Second: Tanya ○ All in favour ● It was asked if historically we had made a significant profit in the sale of bracelets. ● Last year we sold bracelets or \$2 each and sold approximately 400. ● The goal of the BBQ is not to bring in a profit, it is to celebrate the year and to break even.



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4.4	Pizza Day 2025-2026	April	<ul style="list-style-type: none"> • There has been lots of feedback and discussion on switching the day from Friday to another day in the week due to PD Days. • Glenwood Pizza, who is the new pizza provider for the 2025-2026 year, is not able to do pizza on Wednesdays. • Prior to determining if we should switch days, a vote will go to volunteers to determine who will be available (Tuesday or Thursday). • Pizza discussion has been tabled for the June meeting.
4.5	Final Meeting of the Year	April	<ul style="list-style-type: none"> • Normally our last meeting of the year is a dinner. This year we have a large agenda so we will host a gathering separately. • The options will be June 12 or 13 and either at a restaurant or at April's for a potluck. • If potluck is selected, we will use the leftover hamburgers and hot dogs from events and members can bring a side or dessert. Spouses are welcome at the potluck! • Nicole will send a vote to members on May 23.
4.6	Votes for Outstanding Projects	April	<p>1. Outdoor Storage Boxes</p> <ul style="list-style-type: none"> • The teachers/school have requested two (2) outdoor storage boxes per campus for a total of 4. • The cost of the boxes is approximately \$250 each. • A vote was held to spend up to \$1200 on 4 outdoor storage boxes. • Motioned: Nicole • Second: Jess • All in favour <p>*A friendly amendment was made at the meeting to this vote as the initial cost was up to \$1000. All in favour of the increase to \$1200.</p> <p>2. Equipment for Both Campuses</p> <ul style="list-style-type: none"> • A vote to spend up to \$1000 per campus for a total of \$2000 on outdoor equipment such as balls, skipping ropes, toys etc.



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			<ul style="list-style-type: none">• These will be stored in the outdoor storage boxes noted above.• Motioned: Marie-France• Second: Véro• All in favour <p>*It was recommended that h&s conduct inventory on the items on a regular basis. Debi offered to do the inventory.</p> <p>3. Storage Unit for “the centre” at Sr. Campus</p> <ul style="list-style-type: none">• The current fenced in area is not sufficient as there has been theft of items outside of school hours.• It has been requested that a storage shed that locks be purchased to protect the items for the centre.• A vote was conducted to spend up to \$500 on the shed.• Motioned: Jessica• Second: Véro• All in favour <p>4. Track & Field Day</p> <ul style="list-style-type: none">• Senior Campus track and field day is May 30• Junior Campus track and field day is June 13.• For the senior campus they would like to purchase ribbons for 1st to 4th place for a total of \$128.26.• More information is needed for the ribbons for junior campus to clarify if all students will receive a participation ribbon.• Freezies are also needed at both campuses. Large freezies cut in half would be provided to each student.• 4 boxes of freezies would be required for both campuses combined.• A vote was held to spend up to \$60 on freezies.• Motioned: Jessica• Second: Aimee
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			<ul style="list-style-type: none"> • All in favour • Once clarification is provided on the ribbons, an e- • vote will be sent out for the purchase for both campuses. <p>5. Three Way Funnel Basketball Hoop</p> <ul style="list-style-type: none"> • The school is looking for h&s to purchase a three-way funnel basketball hoop. • For more information or a picture reference please visit this link. • Before a vote can be held, more information is required, such as who is responsible for installation and the fees associated with install.
4.7	Elections	April / Brian Rock from QFHSA	<ul style="list-style-type: none"> • Brian Rock from the QFHSA attended the meeting to lead the elections. • New executive positions start on June 1 and the outgoing executives end on June 30th. • This allows for a one-month handover period. <p>1. President</p> <ul style="list-style-type: none"> • No self-nominations • Ciaran nominated April • Second: Gray • April accepted the position as President • The term is for 2 years and will run from June 1, 2025, to June 30, 2027. <p>2. Treasurer</p> <ul style="list-style-type: none"> • Ciaran self-nominated • Nominated: Véro • Second: Jess • Ciaran accepted the position as treasurer. • The term is for 2 years and will run from June 1, 2025, to June 30, 2027.



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			<p>3. Membership & Social Media Coordinator</p> <ul style="list-style-type: none"> • Valerie self-nominated • Nominated: Ciaran • Second: Stacey • Valerie accepted the position as membership & social media coordinator • The term is for 2 years and will run from June 1, 2025, to June 30, 2027. <p>4. Communications & Media Coordinator</p> <ul style="list-style-type: none"> • Marie-France self-nominated • Nominated: Nicole • Second: Ciaran • Marie-France accepted the position as communications & media coordinator. • This position is for one (1) year as the role is vacant due to termination of the previous member and will expire on June 30, 2026. <ul style="list-style-type: none"> • The document below outlines the current executive members based on the voting held at the meeting. <div style="text-align: center;">  <p>Executive List.docx</p> </div>
ROUND TABLE			
5.1	Open Round Table	All	<ul style="list-style-type: none"> • Events for next year is tabled to the June meeting. • Background checks: it is important that all members and volunteers entering the school have a valid background check. Nicole will verify the background checks and follow up with the members/volunteers as well as the school if needed. • Recycling at events: Most items can go in recycling or compost so there is no need for



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			garbage. Ashley's husband is looking into and/or making a recycle bin for events.
ADJOURNMENT			
14	Next Meeting Date	April	Date(s) set: June 10 at 6:30PM, senior campus teachers lounge.
15	Meeting Adjourned	April	Meeting adjourned at 8:00PM.