

Western Communities Montessori Society

Meeting of Directors - Agenda



Meeting Date: October 17, 2024
Meeting Location: 4075 Metchosin Road
Attendees: (In Person) April Sim, Crispin Murphy, Luke Geiger, Andrea McCoy, Michelle McClure, Matt Loken, Eric Ambroso, Magnus Hanton, Anastassia Bennett
 (Virtual) Colin Doylend, Janet Mackenzie
Regrets: none
Distribution: All Attendees, Board Members including Ex-Officio Members, Society

Item	Discussion
1.	Call to Order – 6:36pm
2.	Adoption of Agenda 1. Motion to adopt the agenda 2. Luke First, Crispin Second
3.	Adoption of Previous Minutes 1. Motion to adopt the previous minutes 2. Luke First, Matt Second
4.	<p>Reports from Committees</p> <p>Motion to have sub committees submit written reports, submitted by Colin Second to Motion – Luke Third and Fourth to Motion – Michelle + Eric Majority Approved Motion Approved</p> <ol style="list-style-type: none"> Committee reports updates and clarifications on submitted reports <ul style="list-style-type: none"> Head of School Report – Magnus <ul style="list-style-type: none"> Ministry went through the school for inspection. Positive feedback on professionalism and organization of the school. Volunteer permitted in the role of Marketing for the school. Hope to recruit someone from Society volunteer list for candidates. Clarification requested by Janet on the recent requirements from Island Health regarding childcare. There may be some confusion around language in the email. PAC Report – None provided – Janet provided verbal update.

	<ul style="list-style-type: none"> - Janet to reach out to Andrea regarding format of report. - Next PAC Meeting Monday, October 21st at 9pm on Teams - Idea to schedule another Coffee Morning Greet/Meet at School for monthly engagement - PAC seeking more volunteers for Christmas event fundraisers <p><i>Action Item: Janet to submit a request to Board for available dates to attend</i></p> <ul style="list-style-type: none"> • Finance Committee Report- Luke <ul style="list-style-type: none"> Motion to approve 2024 financial report, submitted by Luke April first, Matt Second Majority approved Motion Approved - Finances have come a long way and there is a seen trajectory for positive action. • Marketing, Recruitment & Retention Committee Report – Michelle + Colin <ul style="list-style-type: none"> - Confirmed that we can source a volunteer for marketing action items - Colin has reached out to a couple firms who can do some pro bono marketing work for the school and will refer to Magnus for those candidates - Magnus to redistribute the marketing calendar, strategy to Luke and to the committee, <p><i>Action Item: Luke and Magnus to meet and discuss deeper layer of marketing strategy</i></p> • Community Engagement Report – Eric • Building and Site Committee Report – Matt <ul style="list-style-type: none"> - Potentially add a Yurt to extend classroom space in early years as it is bursting in volume. Exploring high-line level and nothing concrete or in action. • Policy Update Committee – Crispin <ul style="list-style-type: none"> <i>Action Item: Crispin to meet with Luke to discuss financial policy details</i> <p>Questions from Society members regarding reports – None</p>
<p>5.</p>	<p>Old Business</p> <ol style="list-style-type: none"> 1. Priority Action Item Review 2. Board Meeting Action Item Reviews

6.	New Business 1. None
7.	Business from the Floor 1. Community Auction – PAC seeking more contributions in resources and in participation for successful fundraiser
8.	Meeting Review and Adjournment – 8:03pm adjourned