

Western Communities Montessori Society (WCMS)
 Board of Directors' Meeting
 Email: board@west-mont.ca

Minutes of Extraordinary Board Meeting held February 3, 2011

BOARD MEMBERS:

Paul Davis	President	Rebecca Chow	Director
Arv Aujla	Vice-President	Debbie Cooper	Director
Shannon Tait	Secretary	Autumn Cousins	Director
Kim Pitman	Treasurer	Christy Harzan	Director
Bruce Laurie Principal		Barbara Kennelly Business Manager	

PRESENT: PAUL DAVIS; ARV AUJLA; SHANNON TAIT; KIM PITMAN; REBECCA CHOW; AUTUMN COUSINS;
 BRUCE LAURIE; BARBARA KENNELLY

REGRETS: DEBBIE COOPER; CHRISTY HARZAN

GUEST(s): JASON BOWERS, LYNN GARDNER; BARB LEWIS; NORMA KIRKHAM; LIZ KOOLMAN; TERESA VOKEY

<i>ITEM</i>	<i>DISCUSSION</i>	<i>ACTION</i>
1.	CALL TO ORDER: Paul called the meeting to order at 7:07 pm.	
2.	AGENDA: Additions and Changes: MOTION: Paul moved to approve the agenda. Carried.	
3.	PREVIOUS MINUTES: MOTION: Paul moved to approve the minutes from the January 20, 2011 meeting with the following punctuation amendments to Section 5: Move the apostrophe from Cousin's to Cousins', and fix commas for clarity. Carried as amended. Rebecca Chow abstained due to being absent at the Jan. 20, 2011 meeting.	
4.	OLD BUSINESS: None discussed; will be addressed at regular Board meeting Feb. 17, 2011.	

5.	<p>WCMS REPORTS:</p> <p>None discussed; will be addressed at regular Board meeting Feb. 17.</p>	
6.	<p>NEW BUSINESS:</p> <p>1. Presentation of the 2011-2012 Fees and Interim Budget for Board Approval</p> <p>Vice-Chair Arv Aujla presented a detailed accounting of the research and context that the Finance Committee considered in order to create a recommendation to the Board for an interim budget, tuition fees, and sibling discount rates for 2011-2012. Among other things, comparisons were investigated with other local Montessori Schools' rates, and consideration was given to the make-up of our projected enrolment for Fall 2011 with respect to single-student families, and sibling-student families.</p> <p>MOTION: Treasurer Kim Pitman moved that <i>the Board approve the recommendation of the Finance Committee for a 3% increase in Tuition Fees, and a 2.5% decrease in the Sibling Discount, per tier, for the 2011-2012 school year.</i> Vice Chair, Arv Aujla seconded the motion. Motion carried.</p> <p>Staff will update the 2011-2012 Fee Schedule for distribution to families with the re-enrolment and enrollment packages asap. Arv and Kim will post information for people to read on the Board notice board, and Kim will send out a follow-up email. Questions can be directed to Treasurer Kim Pitman, Vice Chair, Arv Aujla, or Business Manager, Barb Kennelly by emailing board@west-mont.ca or calling 250-474-2626.</p>	Arv/Kim/Barb K.
7.	<p>BUSINESS FROM THE FLOOR: None.</p> <p>Meeting adjourned at 8:35 pm.</p>	
8.	<p>IN CAMERA 8:50 pm – 10:00 pm</p> <p>1. Registration Fee:</p> <p>MOTION: Director Rebecca Chow moved that <i>the Board change the current \$100 one-time registration deposit to a \$75 one-time non-refundable registration fee, effective February 4, 2011 for all new registration packages.</i> Director Autumn Cousins seconded the motion. Motion carried.</p>	

	<p>2. Open House: Board Directors will be volunteering their time to assist at Open House. Shannon will forward Directors' availability to Bruce.</p> <p>3. Interim Budget approval via email vote: Treasurer Kim Pitman moved <i>that the WCMS Board adopt the recommendations of the Finance Committee to approve the attached 2011-2012 Interim Budget based on an enrolment of 167 students.</i> Seconded by Vice-Chair, Arv Aujla. Motion carried. Christy Harzan abstained.</p>	
9.	ADJOURNED: 10:00 pm	
10.	<p>NEXT MEETING:</p> <p>February 17, 2011, 7:00 pm in Redwood.</p> <p>Note: Board reports and agenda items due to Shannon Tait by Feb. 8, 2011 to (spw_tait@shaw.ca)</p>	