

**COLLINGWOOD SCHOOL SOCIETY**

**ANNUAL GENERAL MEETING – 6:00 P.M. 26 NOVEMBER, 2018**

**HELD AT COLLINGWOOD SCHOOL, 70 MORVEN DRIVE,  
WEST VANCOUVER, BRITISH COLUMBIA**

***MINUTES***

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Mr. Brent Wolverton, the Chair of the Board of Governors, acted as Chair of the meeting and called the meeting to order at 6:05 p.m. Mary Beauchamp acted as Recording Secretary.

Mr. Wolverton introduced Lisa Evans, the Head, David Smith, a member of the Finance Committee, and Ali Pirbhai, the Board Secretary.

Mr. Pirbhai advised that not less than 14 days' written notice of the Annual General Meeting had been given to all Members entitled to receive such notice. Mr. Pirbhai advised that there was a quorum present of 77 people including proxies. As a result, Mr. Wolverton declared the meeting regularly called and properly constituted for the transaction of business described in the Notice.

Mr. Wolverton asked for approval of the minutes of the Annual General Meeting held on November 27, 2017.

**APPROVAL OF THE MINUTES**

**Upon motion duly made, seconded and carried, it was resolved** that the minutes of the Annual General Meeting of November 27, 2017 be approved as presented.

**REPORT FROM THE BOARD OF GOVERNORS**

Brent Wolverton opened by acknowledging that 2018 had been a difficult year for the school. He thanked the community for their trust, support, understanding and patience as the School moved through the year. He expressed his gratitude to the Senior Leadership team for stepping up during this tumultuous time describing the team's actions as a testament to the bench strength of our Senior Team.

He continued by declaring how excited he is about 2019 given the current conversations at the School focusing on the learning experience and setting our children up for success. He closed by stating parents should feel confident in new and exciting course additions and the increased growth opportunities for our students.

**REPORT FROM THE HEAD**

Lisa Evans, Head of School, opened by acknowledging the challenges of the past year but also stated that when we fall on hard times, the Collingwood family comes together. That is the beauty of our Community.

She provided an overview of last year's activities including the work on the mission, vision and values, the core values of courage, curiosity and community and how we deliver these across the four strands. She spoke to the positive impact the two new Heads of Campuses, Dr. Beverley von Zielonka and Mr.

Marc Young have had on the school. She recapped our CAIS accreditation findings from last Spring and discussed several school initiatives underway. She highlighted the work being done on our two strategic initiatives, namely financial aid and faculty magnet.

She concluded by stating that our students continue to thrive in the Collingwood environment. The energy is positive and achievement by students have been many.

#### **FINANCIAL REPORT**

David Smith, on behalf of the Patti Daum, Chair of the Finance Committee, presented the Audited Financial Statements for the year ended 30 June, 2018. Our financial position remains strong with a solid balance sheet, a \$5M cash increase, a strong cash balance due to our advanced tuition payment structure, an established endowment earmarked for financial aid, and a \$1.1M debt repayment (accrued from the new build).

Enrolment once again was at full capacity. Revenues were up 5% year over year, mainly due to a 4% tuition increase. Operating expenses were flat year over year and we ended the year with a \$1.9M surplus before debt repayment. Overall, the Society's financial position remains solid and there exists a demand for admissions that continues to exceed our capacity.

Brent Wolverton thanked David Smith for his presentation and moved to approve the audited financial statements:

#### **APPROVAL OF AUDITED FINANCIAL STATEMENTS**

**Upon motion duly made, seconded and carried it was resolved** that the Audited Financial Statements be approved as presented.

Mr. Wolverton moved to reappoint KPMG as the Society's auditors.

#### **APPOINTMENT OF THE AUDITORS**

**Upon motion duly made, seconded and carried it was resolved** that KPMG be appointed auditors of the Society until the next Annual General Meeting, at a remuneration to be fixed by the Board.

#### **ELECTION OF GOVERNORS**

Brent Wolverton reviewed the nomination process and thanked all members of the Recruitment and Development Committee.

#### ***Elected by acclamation are:***

Nicolas Jimenez  
Karon Wan

#### ***The continuing Governors are:***

Haneef Alibhai  
Etienne Bruson  
Debby Carreau  
James Clay  
Patti Daum  
Feisal Ebrahim

Leslie Farrar (Chair, Parents' Council)  
Richard Harris  
Ashlee Lewis  
Doug Mason  
Christopher Philps  
Ali Pirbhai  
Dan Sander (Chair, Alumni Association)  
David Smith  
Brent Wolverton

***The retiring Governors are:***

Farzana Adatiya  
Jillian Bice-Campbell (Chair, Parents' Council)

**PRESENTATION TO RETIRING GOVERNORS**


Lisa Evans acknowledged the two retiring Governors and thanked them for their contribution and advised that appreciation gifts will be sent on behalf of the Board of Governors.

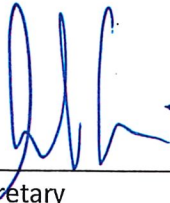
**ADJOURNMENT**

There being no further business, Mr. Wolverton asked for a motion to adjourn.

**Upon motion duly made, seconded and carried,** the meeting was adjourned at 6:28 pm.

Approved:

  
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Chair

  
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Secretary