

Leduc Society for Christian Education (LSCE)

Annual General Meeting - Minutes

May 24, 2023 @ 7:00 PM – 7:54 PM

In attendance:

Ryan Abel	Lisa Gatzke	Curtis Plitt
Cheri Andres	Chris Hennink	Mischa Semler
Shannon & Laurie Barkman	Karen Hofstra	Pavlo Shevchuk
Emily Barnard	Malissa Huillery	Donavin Simmons
Carrie Boyd	Jennifer Lozeau	Karla Strauss
Tom & Caroline Clark	Heather Luchak	Niki Underschultz
Stephen & Carolyn Danley	Ebony Matter	Alice VandeKraats
Danny Dodds	Rachelle Mclvor	Charlene VandeKraats
Laura Glesman	Deborah Olthof	Colin Ward
Dennis & Joanne Gulley		

Absentee ballots:

None noted.		
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1. Opening Worship: CCS Worship Team
2. Devotions: Niki Underschultz
 - “The stairway of God” (Genesis 28).
 - Slow is something we need to learn how to do.
 - John 1:51 – Jesus is the stairway to heaven.
 - The Bible is not a self-help book, nor a “how-to” book - but a “who-to” book!
 - God comes to those who are broken, he provides a ladder for the lost. This is grace.
 - Love came down, to carry us up.
 - Grace carries you all the way home.
3. Previous Minutes:
 - **Motion 1: Karen Hofstra makes a motion to adopt the minutes of May 11, 2022 as presented. Seconded by Jennifer Lozeau. Motion carried.**
4. Chair’s Report: Karen Hofstra
 - The current Executive members were introduced.
 - A summary of what the Executive is, and what it does, was presented, along with the committees of the Executive.
 - We had a hired facilities manager for the first time this year – Curtis Plitt!
 - The following is a high-level summary of the work done by the Executive this past year:
 - o Continued ongoing mission of the Society.
 - o Interviewed 15 new families over the last two days – exciting!
 - o Worked to re-establish community post-COVID.
 - o Continued maintenance, capital projects, visioning.
 - o Conducted a board development workshop with Gayle Monsma.

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5. Financial Report: Ryan Abel, Treasurer

- Ryan walked through the 2022 financial report. The following was noted:
 - o Balance sheet: We had \$3,839,000 in total assets, and \$768,000 in long-term debt, which we are steadily paying down. Interest rates have gone up, but we are paying off debt.
 - o Statement of revenues and expense: We had total revenue of \$1,123,000 and total expenses of \$868,000. Our excess of revenue over expenses was \$254,000.
 - o Notes to financial statements.
 - Note 2 (Property, Plant and Equipment): Our net value of property, plant and equipment went from \$3,153,000 to \$3,285,000.
 - Note 3 (Long Term Debt): Our debt decreased by \$72,000, from \$912,000 to \$840,000.
 - Note 4 (Rental Income): Black Gold Regional Schools (BGRS) rents our building to run the school, which increased to \$312,000 in 2022 from \$279,000 in 2021.
 - Note 5 (Transportation): Gives a snapshot of our busing program. This program generated a small profit of \$15,000 in 2022, but a deficit in 2021 of \$27,000. We try to break even, but it was hard in 2021 due to COVID (user fees decreased by \$43,000 from last year), and we had extra costs to pay bus drivers for extra cleaning, and extra repairs as our buses.
 - o **Motion 2: Charlene VandeKraats makes a motion to accept financial statements as presented. Seconded Heather Luchak. Motion carried.**
 - o **Motion 3: Donavin Simmons makes a motion to approve Sanjit Kumar Professional Corporation to prepare the Notice to Reader for the 2022–2023 fiscal year. Seconded by Heather Luchak. Motion carried.**
 - o **Motion 4: Heather Luchak makes a motion to approve Tracey McCullagh and Grant Dakin as financial reviewers for the 2022–2023 fiscal year. Seconded by Ebony Matter. Motion carried.**
- Ryan walked through the proposed budget for 2023-2024. Below are some highlights:
 - o Income:
 - Fees: no increase in fees this coming year for any categories, given tough economic times stemming from inflation and the potential struggles of our families. Budget fee revenue of \$469k for 2023-2024 increases overall from 2022/2023 budget (of \$452,000) because of anticipating 12 more students (357).
 - There was a substantial unbudgeted individual donation received in 2022/2023 (\$251k) We are not anticipating donations of this magnitude in 2023/2024 – our budgeted individual donations are back to normal levels (\$3,000).
 - In 2022/2023, the provincial Community Facility Enhancement Program (CFEP) grant of \$125,000 towards our playground expansion was received (which was not included in the 2022/2023 budget due to uncertainty of receiving it). We are not applying for any further CFEP grants, and therefore have not budgeted any CFEP grant revenue in the 2023/2024 budget.

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- Leasing/rental income: We have budgeted our lease revenue from Black Gold Regional Schools at \$279,000 for 2023/2024, which is more than double prior year budget (\$116,000). Actual lease revenue received to March 2023 is \$182,000. We still budget conservatively because of uncertainty of funding levels from Alberta Education – but given we've seen steady increases over the last number of years, we felt an increased budget is appropriate.
 - Total income: \$1,048,000 budget for 2023/2024 (\$862,000 budgeted in 2022/2023).
 - Expenses:
 - Total society staff salaries and benefits expenses: budget increase to \$127,000 (from 2022/2023 budget of \$124,000) to account for increase in the cost of living.
 - Total facilities Operations and Maintenance (O&M) expense: budget of \$148,000 has increased from prior year (\$139,000) due to expected maintenance program upcoming.
 - Playground/bus allocations: allocate \$42,000 annually for these (\$40,000 in 2022/2023 budget).
 - Capital expenditures budget to increase to \$244,000 (from \$77,000 in prior year budget). The capital expenditures budget is used to balance the budget overall.
 - Total expenses: budgeted as \$1,048,000 (same as total income, for a balanced budget).
 - **Motion 5: Charlene makes a motion to approve the 2023–2024 budget as presented. Seconded by Shannon. Motion carried.**
6. Acclamation of Executive Member. Departing members are Niki Underschultz and Karen Hofstra. New member acclaimed are Rachelle McIvor.
- We are very appreciative of outgoing Executive members, and the work they have done for the Society.
 - No objections against the nominee were received. Welcome to the Executive, Rachelle!
 - Note that the official tenure for our new Executive member begins on September 1, 2023.
 - Note also that we will have one open position on the Executive beginning September 1, 2023. The Executive will search for a new member to appoint for a one year term. If the appointed member wishes to put their name forward to stand for a longer term, this will be subject to acclamation or vote at our 2024 AGM.
7. Principal's Report: Donavin Simmons:
- This year's theme: the stable table.
 - There were challenges bringing people "back to the table" post-COVID.
 - We welcomed our community to the CCS table throughout the year with various events.
 - We invited our community to be our guest through grade 8 play "Beauty and the Beast".

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- We celebrated the 40th anniversary of CCS! The longevity of our school is a testament to the strong foundation our school is built on. We rejoiced in the legacy of the past and are looking forward to the future.
- Recent projects over the last year:
 - o Our new administrative offices and entrance addition to the front of the school!
 - o Conversion of the old administrative office to our learning commons (books are moving in today)!
 - o Auditorium renovation – goodbye orange carpet!
 - o Playground: items will start coming next week. The tallest part will be 27 feet high! The playground expansion will be complete by the end of the school year.
- There were challenges like any year, but faith and unity kept us grounded. We have a stable foundation – Christ. We weathered the storm, stronger and more unified to fulfil our mission.
- Our schools provided a stable nourishing environment – where our students flourish, delight, inspired to serve. Not because we have to – but because we get to.
- Donavin is proud to be the principal of CCS.
- May CCS continue to be hope, love, light for generations to come, with flourishing learners, delighting in God, inspired to serve.

8. Questions and Additional Discussion

- Question: Where is the playground expansion being built?
 - o Answer: East of current playground.
- Question: Is the existing/old playground staying or going?
 - o Answer: Staying.

9. Closing Prayer: Karla Strauss

10. Adjournment