

## Westmount School Association

### May Minutes

May 26<sup>th</sup> 2025

**Attending:** Megan Gray, Laura Moeller, Marisha Caswell, Teri Colter, Sarah-Lynn MacKenzie, Jenn Hanscomb, Greg White, Lynn Perrin, Tara Wight, Christa LeBlanc, Marilee Sulewski, Meredith Pike

**Regrets:** Allana MacDonald-Mills, Vanessa Thompson, Alex Smith

1. Welcome: Marisha Caswell, President, welcomed everyone at 6:33.
2. Approval of Minutes: Motion: to approve the minutes for the May 2025 WSA meeting  
*Approved: Tara Wight*  
*Seconded: Lynn Perrin*
3. Review of Pending Items **Nothing current to discuss.**
4. Principal's Report: **Teri Colter, Principal**  
This is transition month as things are wrapped up for this year and preparing for next year. Primary Orientation for next year will be next week, and Grade 6s have a trip to St Agnes happening soon.  
*(We discussed whether the WSA would have a presence for Primary Orientation. Lynn Perrin and Tara Wight will attend. We will look into having handouts and signage available).*  
Track and Field meets are happening the first week of June, with 4s, 5s, and 6s attending at on different days. Students have been trying out for various events. Field Day will be happening in June with several outdoor activities, including a bouncy castle. This is organized by Mr Flemming.  
Classes are starting to go on end of year field trips. Several are planned for June.
5. Treasurer's Report: **Christa LeBlanc, Treasurer**  
Christa presented the budget for 2025-26. Christa will distribute via email.  
  
We currently have a bank balance of ~\$22,000 to spend, but had a budget deficit of ~\$3700. This has been the case for the past couple of years. Going forward we need to consider and plan for spending the balance on one-time items, but be aware that we are operating in a budget deficit.

We discussed RBC grants for next year. On October 1<sup>st</sup> we can start applying for grants. RBC gives up to 3 per year for organizations. We discussed applying for all

three at the same time, as this year they had run out of funds by the time we got to the Spring Fair.

6. Event & Fundraising Reports: **A) Spring Fair** – The Spring Fair was a great success. Thank you to everyone who was involved! We did not have time to debrief the event in detail.
7. Funding Requests: None at this time.
8. Other Items: **A) Staff Appreciation** – We discussed ordering food for the staff as a show of appreciation and settled on coffee and continental breakfast on Friday, June 27<sup>th</sup>. Lynn offered to organize.  
Action Item: Lynn to organize staff appreciation.

**B) Dates for next year** – We chose dates for next year's events:

Fall Movie Night – October 23<sup>rd</sup>

Bingo – November 27<sup>th</sup>

Winter Movie night – January 22<sup>nd</sup>

Family Skate at the Oval – February 12<sup>th</sup>

Possible Multicultural event night? – April 16<sup>th</sup>

Spring Fair set up – May 22<sup>nd</sup>

Spring Fair – May 23<sup>rd</sup>

**C) June Get Together** – Marisha proposed a get together for the WSA in June. We will coordinate dates/times over email.

We did not have time to discuss Recruitment & Diversity & Inclusion, or Communication. These are standing items on the agenda.

9. Motion to Adjourn: The meeting was adjourned at 7:04.  
*Approved: Jenn Hanscomb*  
*Seconded: Laura Moeller*

Next meeting: Monday, September 29th