

Minutes of the BSSAA General Membership Meeting on 2002 02 27

In attendance: Ruth Scherer, President
Judy Adamczyk, Vice-President
Nicole McReavy, Treasurer
Jeanette Wilson, Executive Assistant/Secretary
Michael Robinson, Executive Director

Peter Weldon
Carol West
Rich Gaskin
Cheryl Anderson
Linda Horne

Shawn Kelly
Robert Webb
Michelle Booth
Jen Prouse

Heather Reid
Linda Kelly
Gord MacFarlane
Jennifer Pressley

Start time: 7:10 p.m.

End time: 9:05 p.m.

Call to Order: Ruth Scherer

Motion to accept minutes of last General Membership Meeting: Gord MacFarlane, seconded: Linda Kelly

Discussed: Rules of Order. Michael Robinson, Executive Director - Rules, Bylaws & Policies, explained the way to use Roberts Rules of Order to run a meeting (i.e. call to order, motions, out-of-order actions). He also introduced the toonie for out-of-order actions, such as late arrivals, speaking out of order, etc. This is to generate some funds for our association.

Discussed: Name change. Bramalea Secondary School Alumni Foundation has officially been changed to Bramalea Secondary School Alumni Association. There will be a Foundation committee within the Association that will do charitable work in the community.

Discussed: Constitution and Bylaws. These are now posted on the BSSAA website: <http://www.bssalumni@members.rogers.com> but revisions are still pending.

Discussed: Incorporation of the Association. Jen Prouse let us know that there is currently a back log to register as a non-profit organization (at least one year). It was suggested that we approach the Peel District School Board about registering through them as a temporary solution since they probably have a registration number which would allow us to issue tax receipts. The cost of incorporating as a non-profit organization, using a lawyer, will be minimum \$1500.00. Eventually, we will need to be incorporated in order to solicit sponsors' donations.

Discussed: Website BramaleaSecondary.Org to be taken over from creator Olav Andrade once Association is incorporated. There will be a general emailing to all members regarding choice to NOT be forwarded after the takeover. Email address list from that site has been deferred accordingly.

Discussed: Written estimate from International Centre. A copy of this is in the Association's book. Some of the information regarding this in the minutes from the January 30th General Membership Meeting is incorrect. See the written estimate for accurate details. It was reviewed for members who were not present at the last General Membership Meeting why we have booked the International Centre.

Discussed: Date for 40th Reunion Celebration. It is the intention of the Executive of the BSSAA to establish an on-line poll regarding a date for "Bramalea 2003". September 12-14, 2003 was unanimously approved at the last General Membership Meeting but some members have since contacted the Executive indicating that a summer date would be better for them and probably many others. Therefore, when Ruth Scherer tentatively booked the International Centre for September 13, 2003, she also tentatively booked it

for August 23, 2003. The on-line poll is to see which date would be best for the majority of alumni. Some members thought it would be best just to choose one date and go with that. We won't be able to please all alumni no matter what date is chosen.

Moved: by Michael Robinson to defer any further discussion on this topic to the committee responsible for the Reunion. Approved unanimously.

Discussed: Agendas for General Membership Meetings (on the last Wednesday of each month at BSS) will be posted on-line one week prior to the meetings. Minutes from the General Membership Meetings will be posted on-line within one week after the meetings.

Discussed: Mail for our Association will be held at Bramalea Secondary School. The new principal verified that with Ruth Scherer this week. Only the Secretary and Treasurer will be able to retrieve the Association's mail at BSS.

Discussed: Linking websites. Bramalea Secondary School has two websites, one through the Peel Board of Education and another one that started after the Board changed its name to the Peel District School Board. Our Association will ask to use the space from one of these sites (probably the one through the Peel Board of Education) in order to link to the alumni site. Michael Robinson will contact the webmaster for the school, Norman Maddeaux and alumni Sumeet Dhawan regarding the linking of the sites.

Discussed: Positions to be filled:

Registrar (on the Executive) - Gord Macfarlane

Directors - BSSAA Foundation - still open

- Media and Communications - Jen Prouse

- Events Planning and Coordination - still open

- Finance and Administration - Heather Reid (she's a CGA)

- Sponsorship and Community Liaison - Carolyn Sherar to be contacted about this position

Advisors - Legal - still open

- Technical (Systems, Website, etc.) - Sumeet Dhawan to be contacted about this position

Standing Committees - 40th Reunion Celebration - Peter Weldon, chair

- Alumni Foundation - still open

- Financial Management - still open

- Administration, Permits, Facilities bookings - still open

- Fundraising - still open

- Image, Creative Design and Marketing - Linda Horne, chair

- Newsletters, Advertising and Promotion - still open

- Website and Internet - still open

All positions will be clarified in an organizational chart set up by Michael Robinson. The open positions will be posted on the website with descriptions.

Discussed: Our President (Ruth Scherer) and Vice-President (Judy Adameczyk) will register our Association as a partnership and open a bank account for the Association before the next General Membership Meeting on March 27, 2002.

Discussed: Association's membership fees. The Executive set the membership fee at \$30.00 annually which will allow alumni access to the website, getting in touch with old friends, networking to promote alumni business ventures, voting rights, and more. A vote of the members in attendance unanimously approved the \$30.00 annual membership fee.

Discussed: Business Plan highlights. Michael Robinson highlighted the need for three laptop computers (one each for the Treasurer, Secretary and Registrar) and two cellular telephones (one each for the

President and Vice-President) in order for the Association to do business. These will be solicited as donations. Other costs that will be incurred by the Association are bank and auditor fees and paper/printer costs. The entire Business Plan is on our website (<http://members.rogers.com/bssalumni/index.htm>). The Reunion Committee will need their own Business Plan due to the large volume of money involved.

Discussed: To get in touch with the Association, members can email: bssalumni@rogers.com. All the Executive members receive emails from this address.

New Business:

Discussed: Photographers at Reunion. It was suggested that several photographers be hired to take digital pictures of alumni individually, in pairs/small groups and by class at the reunion. These would be posted on the website or printed, if alumni wish. Deferred to Reunion committee for further discussion.

Discussed: Members can send in recent photos with their membership fees.

Discussed: An alumni has offered to create a "Bramalea through the ages" display of pictures (yearbook and others) from all years at BSS. Ruth Scherer to find his name.

Discussed: Gold members of Classmates.com in attendance tonight are to send Hi Notes to all BSS members of Classmates.com to get them to register on BramaleaSecondary.Org.

Linda Horne - 1963-1972 inclusive

Robert Webb - 1976-1977 inclusive

Linda Kelly - 1973-1975 inclusive and 1982

Jeanette Wilson - 1978-1981 inclusive

The Hi Note will read: Subject: Reunion at BSS

Message: 40th Reunion in 2003

[www\(dot\)BramaleaSecondary\(dot\)Org](http://www(dot)BramaleaSecondary(dot)Org).

Discussed: Every member is asked to make sure their friends are all registered on BramaleaSecondary.Org before the next General Membership Meeting on March 27, 2002. That site currently has 800 registrations.

Discussed: Membership fees collection. Annual fees for membership in BSSAA will begin to be collected at the next General Membership Meeting on March 27, 2002.

Adjournment: Moved by Robert Webb, seconded by Jen Prouse. Approved.

Next General Membership Meeting: Wednesday, March 27, 2002 at 7:00 p.m. at the staff room of BSS