

Lisgar Collegiate Alumni Association Executive Meeting Minutes

February 21, 2005 - 7:30 p.m.

Present: Rod Hagglund, Joy Heft, George Toller, Mark Orbay, Elizabeth Hale, Milton Shaffer, Pat Irving, Sylvia Kershman, Susan Hewitt, Pat Hood

Regrets: Marie Hartmann, Doug Arrand

1. **Introductions:** Welcome back to Pat Irving and welcome to Susan Hewitt who will be our Teacher Liaison when Pat cannot attend meetings.
2. **Minutes:** Minutes from November 17th meeting accepted with minor adjustments.
3. **Principal's Report:** (Pat Irving) Regrets not being able to attend meetings more often. She introduced Susan Hewitt who will be our Teacher Liaison when she is unable to attend. Discussion about cross boundary transfers to Lisgar (only 30 spots available). Class size expected to be 1000 next year. Spoke about program changes for next year, cancellation of course fees and how this effects teacher budgets.
New computer lab will be fully installed in 3 weeks and we will have a tour at our next meeting. A very big thank you to all Lisgar Alumni for supporting this project.
Energy Audits by LEAF (Lisgar Environmental Action Force) reviewing waste, water and air in school. We are doing well. Parents Association has asked permission to install plastic on windows next fall to help with fluctuating temperatures in certain classrooms.
Centertown Health Centre Clinic has opened for 1 afternoon per week offering the services of a nurse practitioner and student outreach/medical care.
Premier McGuinty visited the school last week and Justin Trudeau (Katimavik) will visit on March 9th to discuss the program.
Have received positive feedback regarding what has been done to the Auditorium. Plaques are ready when approved at Globe engraving. We were hoping for larger donations (sponsor / corporate level) to help fund the project but they have not come forward yet. Still looking for scaffolding subsidy. Suggested that March Break would be ideal time for plaques to be installed.
Doors Open Ottawa – going ahead at beginning of June (4 & 5). We had about 700 people last year.
Gord Maddison (gr 10 History teacher) and his class are doing research project on each veteran in the Memorial Hall. The info will be provided to the Alumni Association archives. Suggestion that this would make an excellent newsletter article.
John Hodgson – Lisgarwrite – may be able to help out with finding students to help with formatting of Alumni Newsletter – will report back at next meeting.
Boys volleyball team went to OFSAA and won the Sportsmanship award.
4. **Newsletter:** (Pat Hood) Latest edition went out okay. Thank you to Marie for taking care of invoices (PostLink) and making sure accounts were settled promptly. Lomor bill has come in for envelopes and printing. Postage has gone up by 1 cent to 50 cents per letter. Please continue to send any articles to Pat for the next newsletter – she is making a file for the next editor.
5. **Finances:** (Rod Hagglund for Marie Hartmann) Provided spreadsheet of final 160th figures as well as balance sheet and income statement for Alumni Association (see attachments). As per last months meeting, she has gone ahead and purchased 3 GIC's for the Alumni Association funds.

6. Archives: (Joy Heft) Offer from Nigel Stevens to donate his ice skates has now been rescinded. He has decided to give them to his son. Nigel should be considered for our Wall of Fame and has been asked to send us his biography/resume. Suggestion of a newsletter article on figure skaters from Lisgar.

Joy welcomed Susan Hewitt and was pleased that we will have a Teacher representative on the Executive.

A copy of the latest newsletter has been sent to each current staff member along with all former staff members. Receipts for postage will be presented to Marie for reimbursement.

Would like to integrate former teacher database with current Alumni database to simplify mailing etc.

Has been working on several inquiries for old yearbooks and family member information.

Pegi Nicol-MacLeod (artist) has had a book written about her by Laura Brandon – should we buy a copy for the archives?

New photocopy code for Alumni Association is XXXX.

Please bring any articles found in the Ottawa Citizen to Joy as she does not receive this paper.

7. Secretary Report: (Elizabeth Hale) Things are progressing really well with Yvonne. We have received 6 new life memberships and over 10 annual renewals as a result of the last newsletter. There is still a great deal of mail to go through.

Also compiling a long list of Alumni who have passed away.

Have receipts for postage and supplies but will present them at next meeting because Treasurer is not here tonight.

Request to change our memorabilia supplier from Podium Promotions to Promographix Inc.

Since we have been unhappy with Podium as a result of working with them at the reunion, we should not continue to deal with them. Promographix (Andrew Hale) has agreed to take our account and supply us with products. We need to retrieve our art work from Podium in order to proceed. Rod has agreed to send a letter (Elizabeth to draft). APPROVED

The Alumni database is being converted as we speak. Details to follow.

Several returned newsletters marked 'moved' or 'RTS'. In the past, they were removed from database to avoid further mailings however, the information will be retained from now on for reference.

8. Old Business: (Pat Hood) 5000 envelopes are being stored at PostLink for our next newsletter.

9. New Business: Lisgar Fund meeting in January was cancelled.

10. Comments: (Rod Hagglund) Really pleased that all tax receipts for 2004 have gone out. Thanked Margaret Pippy for completing this task.

Next Meeting: Monday February 21st at 7:30 p.m.

MEETING ADJOURNED 9:35 P.M.

Lisgar 160th Final Report

<u>ITEM</u>	<u>RECEIPTS</u>	<u>COSTS</u>	<u>NET</u>
Registration	\$14,040	\$5,169	\$8,871
Archives/Displays	\$443	\$647	(\$204)
Dinner & Brunch	\$34,455	\$34,209	\$246
Golf	\$5,140	\$4,175	\$965
Blue & Gray	\$4,053	\$3,616	\$437
Memorabilia	\$6,603	\$2,248	\$4,355
Staff Reception	\$568	\$956	(\$388)
Lottery	\$4,780	\$5,241	(\$461)
Adminsitration		\$390	(\$390)
Decade Rooms		\$542	(\$542)
Wall of Fame		\$604	(\$604)
Assemblies		\$529	(\$529)
GG Reception		\$2,092	(\$2,092)
Committee		\$367	(\$367)
Principal's Reception		\$438	(\$438)
NSF cheques		\$305	(\$305)
Unallocated Cash	\$6,140		\$6,140
	<u>\$76,222</u>	<u>\$61,528</u>	<u><u>\$14,694</u></u>

**Lisgar Alumni Association
Balance Sheet
January 31, 2005**

ASSETS

Cash in bank - general	33,341.00
GIC - due Sept 8, 2005	5,608.58
RBC Investment account (incl income to Dec 31)	46,715.00
	85,664.58

LIABILITIES

Life membership reserve	50,130.00
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EQUITY

Accumulated surplus life to date	35,535.11
	85,665.11

**Lisgar Alumni Association
Income Statement
For the period August 1, 2004 to January 31, 2005, 2004**

REVENUE

10% allocation from Life Memberships	6,900.00
Podium productions	1,700.00
Pens & Display boards	130.00
Investment income (to Dec 31 stmt)	4,241.00
	12,971.00

EXPENSES

bank charges	51.00
160th reunion	145.00
Newsletter - Spring 2005	4,459.00
office supplies	22.89
	4,677.89

EXCESS OF EXPENSES OVER REVENUE	8,293.11
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SURPLUS JULY 31, 2004	27,242.00
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SURPLUS JANUARY 31, 2005	35,535.11
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