



MINUTES

Cranbrook Christian School Society
2023 Annual General Meeting
September 25, 2023

Mission Statement: The mission of Kootenay Christian Academy is to assist families by providing students with a Christ-centered, biblically directed education which inspires students to pursue excellence in academics, moral character, and service to others.

Meeting Chair: Jennifer Bird

Recorded by: Brad Malfair

1. Welcome message (Jennifer Bird)
2. Opening Prayer and Message (Tyler Jorgensen)
- 3 Meeting called to order 6:25pm
4. Approval of Agenda
 - 4.1 Motion: To accept the 2023 Annual General Meeting agenda. M/S/C (2023 #412 AGM)**
5. Approval of Minutes of the 2022 AGM
 - 5.1 Motion: To accept the 2022 Annual General Meeting Minutes- M/S/C (2023, #413 AGM)**
6. Chairperson's Report (Jennifer Bird)
 - Introduction of board members
Chris Niemand, Co-Chair and Policy Committee Chair,
David Clark, Co-Chair and HR Committee Chair,
Tina Hochart Treasurer,
Brad Malfair, Secretary and Building Committee Chair,
Jason Burnham, Strategic Planning Committee Chair,
Alan MacBean, Building Committee Chair,
Rob Anderson, Interim Director,
Andrew Mack, interim Director
Jennifer Bird, Board Chair
 - Highlights of the 2022-2023 school year
 - Completed legal action with former teacher via settlement.
 - Working with SCSBC to develop SOGI policy.
 - Renovated spaces to be able to keep all students on campus
 - Moved admin wing to front of building.
 - Purchasing committee active to secure building sale and arrange financing through multiple sources.
 - Seeking funding through Christian based institutions that offer better rates than commercial institutions.
 - Brought EA wages in-line with SCSBC Compensation Grid

7. Building Committee Report (Brad Malfair)

- Deal is in place to purchase half the Cranbrook Alliance Church building and adjacent property.
- The boundary line will be the south wall of the foyer.
- Phase one of construction will plan to complete and pay for the purchase of said property.
- Phase two will plan to build a two-storey addition on the grassy area south of the office block.
- Phase three will plan to build a new gymnasium and renovate the existing gym into other useable space.
- A capital campaign will be initiated once the subdivision is complete..
- An animation of the new spaces was presented showing the outside and inside views of the new additions.

8. Principal's Report (Wendy Zurrin)

- Enrollment is at 263 students
- We will have our first graduating class in 2024.
- The hockey academy brought 15 students/ players to the school. Likely program will expand as it becomes more known.
- Mexico missions trip was a huge success and great experience for the 27 students and chaperones.

9. Treasurer's Report (Tyler Jorgensen & Tina Hochart)

- KCA financials were audited as required by law by a third party(BDO) and found to be sound.
- Tyler explained differences in income and expenses as compared to 2022. Examples were missions trip to Mexico this year, enrollment up as well as grants.
- More students equals more expenses but there is a net profit of \$185K.
- Tyler shared a plan for paying a future mortgage; there is up to 30 months of payments available based on financing arrangements.
- Overall finances are in good standing. Copies of the financial report available for review.

Motion: To accept the Treasurer's report as presented. M/S/C (2023, #414 AGM)

10. Election (Jennifer Bird)

10.1 Explanation of election process

10.2 Introduction of Candidates

Rob Anderson and Andy Mack were appointed in the spring to stand for election today, Paul Reimer, Craig Janzen, and Bruce Seitz are letting their names stand for election. Bios were included in AGM handout.

10.2 All new proposed board members voted in by anonymous ballot

Rob Anderson

Craig Janzen

Andy Mack

Paul Reimer

Bruce Seitz

Motion: To destroy the ballots. M/S/C (2023, #415 AGM)

12. General Question Period

- No Questions from membership

13. Board Director Recognition

- Jason Burnham served 5 years, 2 as Board Chair

- Alan MacBean served 3 years and was Building Maintenance Chair,
- Tina Hochart 1 year as Treasurer.

14. Meeting Adjournment

Motion: To adjourn the meeting. M/S/C (2023, #416 AGM)

Adjourned meeting at 7:30