



**BLUE LAKE FOREST EDUCATION SOCIETY**  
**Board of Directors Meeting**  
**Zoom**  
**Tuesday November 23, 2021, 7:30 pm**



Minutes

Attending: Cesar, Harry, Sue Anne, Tracey, Cassie, Todd, Shonna

1.0 Call to Order (Chair)

Meeting was called to order at 7:43 pm

2.0 Approval of Agenda (Chair)

S.A. moved to accept the agenda; 2<sup>nd</sup> Tracey

CARRIED

3.0 Adoption of previously circulated meeting minutes (Chair)

Harry moved to accept, 2<sup>nd</sup> S.A.

CARRIED

4.0 New Business

a. Assign Chair and Treasurer

Cesar agreed to continue as Chair and Tracey accepted the position of Treasurer.

b. Committee Assignments

It was agreed that these assignments would occur through email.

c. Bank Signatories

Two of our signatories for our bank accounts have stepped down. Harry and Cassie agreed to put their names forward as signatories.

Cesar moved to remove David Lario and Angela Garnett, keep Curtis Bell and Todd Hebert and add Harry Mitchell and Cassandra Hayward as signatories to the Blue Lake Forest Education Societies bank accounts. 2<sup>nd</sup> Harry.

CARRIED

d. 2021 Budget Reforecast

Todd began the discussions by providing an overview of the October ending Profit & Loss statement showing a significant surplus. It had been requested to break the wages down by revenue center so that the board can determine the profit or loss of each revenue centre. Todd manually reviewed the wages account and assigned the wages to each revenue centre. It should be noted that this is not an accurate representation of the profit/loss of each revenue centre as other revenue and expense categories have been lumped together to ease the bookkeeping and accounting review process. Further discussion should occur to determine the best way to break these revenues and expenses out to provide the information the board is seeking. Todd would suggest meeting with Cesar and Tracey to determine how best to do this.

ACTION: Todd to organize a zoom meeting with Cesar and Tracey.

Todd reviewed the 2021 Budget Reforecast document provided to the Board and explained that with the current level of surplus we might want to make some purchases to get ahead of 2022 and future years. It is

anticipated the final surplus will be in the approximate \$150,000 area. Todd reviewed the expenditures that are proposed.  
Cesar moved to accept the proposal, 2<sup>nd</sup> Sue Anne. CARRIED

5.0 Future Meeting Sessions and Dates

- a. Budget 2022 Approval Meeting December 15, 1:30 pm

6.0 Adjournment at 8:10 pm.