



September 21 - BOARD MEETING MINUTES

OFFICERS AND DIRECTORS

Katharina Mertens - Tropper
Director & President

Tony Cornacchia
Director & Vice President

John Pazzano
Director & Treasurer

Yaritza Martinez
Director & Secretary

Raluca Magdas
Director

Nadia Bruni
Director

Gaitri Singh
Director

Hayley O.
Director

Rose Marie Apostolou
Director

Mary Topping-Keenan
Ex-Officio Member

Ray Sanborn
Ex-Officio Member

Vincent Valeri
Ex-Officio Member

**Registered Charity #85619
1549 RR0001**

Meeting time and Location

June 21, 2021 - TEAMS

Directors present:

Katharina Mertens-Tropper, Tony Cornacchia, John P, Gaitri Singh, Nadia Bruni, Raluca Magdas,

Regrets:

Yaritza Martinez, Rose Marie Apostolou

Ex-Officio and Guests:

Mary-Topping Keenan, Vincent V. / Raymond P / Pupo-Apostolou, Ray Sanborn, Hayley O

Minutes taken by:

Katharina Mertens-Tropper

Meeting called to order: **8:04 pm**

1. Welcome remarks – (Katharina)

- Katharina– read prayer
- Welcomed word by Katharina
- Approval of June minutes to be approved via email

2. Mission Update – (Katharina and Tony)

- Focus on stronger virtual communications to the CCAA community (i.e. Fall Giving campaign email, short videos/testimonials from FRIENDS to create a connection, other emails, website, social) approach community businesses, try submitting some grant requests

3. School update – (Mary Topping-Keenan)

- Working on running all arts programs this year (Vocal and band/wind instruments with restrictions)
- Virtual events/concerts require expensive technology. Departments working with external individuals to support
- Small outdoor events might be possible, no indoor events
- Christmas concert and Grade 12 Dance will remain virtual for now. Other virtual events TBC. Mary will ask the Arts department if there is anything else planned virtually
- Ms. Anita Anton is the new teacher rep and Ex-Officio Member



3. Treasurer Update (John)

- Update on the budget – three deposits
- FRIENDS is officially registered with Benevity
- Notice from CRA: 2018 Tax return flagged as incorrect
 - Motion approved to appoint CPA accountant, Joel Cappe
 - Motion approved for an annual budget of \$350 to pay the appointed accountant for his services
 - John needs the name and contact of whoever was the CRA authorized representative for FRIENDS

Balance Update –	
June Closing Balance (June 15, 2021)	\$10,825.34
September Closing Balance (September 21, 2021)	\$11,317.99

4. Plaque Update (Tony)

- No updates
- Two deposits that Tony will follow up with regarding plaques
- To discuss and vote the courtyard wall/walkway path of bricks during next meeting

5. Website Update – Raluca Magdas

- Meetings updated to reflect September 21st
- Minutes uploaded but waiting for last June minutes
- Updated school year in “News” section
- Map (Plaques): Raluca to send detailed email to John regarding converting files to adobe or a format that can be uploaded into the website
- Raluca to hide the “Music Video” tab, and remove it from homepage

6. Social - Katharina Mertens (by Tony)

- Sharing content and engaging with Carter Student Council and CCAA social channels
- Katharina to reach out to John to add Donate button on Facebook



7. Other –

- **Change monthly FRIENDS meetings to 7:00PM**
- **Rotate attendance for the CSPC meetings**

8. Close meeting (next meeting: October 12th)

Meeting called off at 9:03PM