

**DISTRICT 36 PARENT ADVISORY COUNCIL
Board Meeting
Minutes**

**District Education Centre
14033 92 Ave**

June 5, 2019

Present: Rina D., Amanda G., Jyotika J., Lakhbir J., Jagwinder M., Dean M., Anissa R.
Absent: Robert R.

1. Approval of past minutes

The May 1 Board meeting minutes were approved.

2. 2019/20 Board of Directors

a. Code of Conduct and Legal Liability

Signed forms were collected from all Directors; these forms require minor updating.

b. Executive positions and media representative

- **President:** Rina D. (elected)
- **Vice-President:** Jyotika J. (acclaimed)
- **Secretary:** Amanda G. (acclaimed)
- **Treasurer:** Lakhbir J. (acclaimed)
- **Communications/Media Relations:** Dean M. (acclaimed)

As the Board can include up to 13 members, a goal was set to recruit up to four more Directors over the summer and early fall.

ACTION: Amanda will update the district with the names of this year's executive.

c. Email

It was agreed that all Directors will have access to emails sent to info@surreydpac.ca (messages sent to this address will be forwarded to personal accounts). To reduce confusion, unless a message is directed at a specific person, the Secretary will respond to most messages, copying info@surreydpac.ca, and potentially identifying which Directors should be able to provide further information if needed.

ACTION: Amanda will request that the webhosting company add all Directors to the info@surreydpac.ca email address, and update all executive position addresses.

d. Signing Authorities

Rina opted not to be a signing authority. Signing authorities will be Jyotika, Anissa, Amanda, and Lakhbir. All account restrictions will remain the same.

ACTION: Anissa will contact Westminster Savings to have Lakhbir added to the accounts once the meeting minutes have been completed and approved.

e. Meeting schedule for 2019/20

Board and General meetings have been booked. General meetings will remain on the 4th Wednesday (except December and March), but as the Board of Trustees have moved their meetings to the 2nd Wednesday, DPAC Board meetings will be on the 1st Wednesday.

f. Retreat date

ACTION: Amanda will send out a Doodle Poll to try to find a time to meet over the summer that works for all Directors.

g. External committees

Membership on external committees will be discussed at the retreat.

3. Other discussion

a. Drugs/Gangs/Violence Forum (May 23): Facebook has been updated with a recap of this event. The event ran from 7-10 pm.

b. Meetings with Jordan and with Trustees: Meeting times for the coming year should be set up as soon as possible. Ideally, more than one liaison meeting with the Trustees should be arranged.

c. C&B revisions: The website has been updated with the changes that were approved at the AGM. Additional changes should be discussed at the retreat.

d. Proposed budget: At the AGM, the membership requested that the incoming Board revisit the proposed budget with a goal of either paying for or supplementing BCCPAC membership fees from Surrey PACs, and bring a revised budget to the September General Meeting for approval. This will be further discussed at the retreat.

e. Select Standing Committee on Finance and Government Services: The deadline for submissions to this committee has been moved up to June 28 this year. Any suggestions for DPAC's submission should be sent to Anissa.

4. Adjournment