

Via ZOOM

The Vic High Alumni recognizes and acknowledges the Esquimalt and Songhees Nations, on whose traditional territories we live, we learn, and we do our work.

Present: Roger Skillings, Helen Edwards, Anne McKeachie, Fern Johnson, Linda Baker, Ed Kozicki, Don Kissinger, Ian McKinnon, Nita Loudon, Rick Crosby

Regrets: Aaron Parker, Principal

Call to Order: 3:18 PM

Agenda: Moved and seconded to adopt agenda with Website report before Seismic Updates/External Amenities report. Carried.

Minutes: Moved and seconded to adopt the minutes of the December 8, 2021 Board Meeting. Carried.

Action List Updates:

1. Ask Aaron to have Alumni meeting dates added to the school's online calendar. **Linda**
2. Prepare goals by area of responsibility, and for Board as a whole. **Everyone**
3. Ideas for 2023 school re-opening, and 2026 150th celebration. **Everyone**
4. Ideas for Vic High history book Helen will compile. **Everyone**
5. Clarify with SD 61 a process to ensure donations made to the District for potential scholarships are provided to the Alumni. **Roger. In progress.**
6. Begin work on potential updates to bylaws: **Roger, Brian, Rick Work has begun**
7. Draft thank you letter to Jim Soles for Chair signature: **Linda Done**
8. Update seismic/stadium project info on website: Ian, Linda
9. Draft the information going to grads about the Alumni: Communications Team

Business Arising from Minutes: None

Correspondence: Linda

1. Inquiry from Francy Pesek regarding location of funds raised for track/stadium. Secretary to respond confirming funds are part of the amount held in our Wood Gundy accounts. Any donations designated for the project are added to what's been raised.

Chair's Report: Roger

1. Happy to see how well the SJ Willis location is functioning for Vic High staff and students. Everyone is hoping no further delays returning to Vic High in 2023.
2. Thank you, everyone, for all the continuing good work being done to keep so many important initiatives moving forward.
3. Will update Aaron on this meeting, and hope he recovers soon from covid.

Secretary's Report: Linda

1. Photobook orders from the website originating outside Canada, were erroneously being charged two flat rate shipping charges. This has now been corrected. It affected one order, the customer was contacted and opted for a refund, and that has been sent.

Treasurer's Report: Fern

1. December statement, circulated and included below, is a Cash in the bank statement. All donations received for 2021 are entered on the donor tracking spreadsheet but were not deposited in December.
2. 2022 Budget: Forward 2022 budget requests to Fern by mid-February. Budget to be presented at March meeting.

Moved and seconded to adopt December financial statement. Carried.

Vic High Principal's Report: No report.

Committees & Task Forces

1. Archives & Museum: (Linda, for Annie)
 - a. We need a 'digital manager' to organize digital files for the Archives. Ad will go in January newsletter.
 - b. Irene Harrison, Class of 1955 Reunion Organizer, has reunion information and photos to donate to the Archives. Annie Boldt to follow up.
2. 2026 book: Helen (report circulated)
 - a. Suggest we involve recent grads – get their stories, etc.
 - b. Please forward suggested interviewees to Mary Anne Skill.
3. Black & Gold: Anne (report circulated)
 - a. Info that May 14/22 Dinner not yet confirmed to be posted on website and included in January newsletter.
 - b. Island Blue has been program sponsor – business now sold. Part to Monk Office Supply, printing section to Rolex/Fotoprint. Will need new sponsorship approach if Dinner goes ahead May 14.
4. Bylaws Update: Rick Crosby
 - a. Bylaws will be reviewed and report on areas needing updates for February meeting.
 - b. Let Rick know of any areas you suggest need revising.
 - c. Target to hold Special General Meeting April 28 to adopt bylaw changes. Rick will draft timeline for interim steps needed to meet that target date.
5. Communications: Linda
 - a. January newsletter due out within a week.
 - b. Team will develop communications plan for 2026 Book.

6. Fundraising Task Force: Ed
 - a. Meeting to be scheduled for early February.
7. Membership/Alumni Directory: JoAnne
 - a. A few web glitches continue to be addressed
 - b. Obituaries: we are now adding to the directory, any alumni whose death or obituary is reported who wasn't previously in the directory, as long as we can confirm in a Camosun that they were an alumni.
8. Reunion Co-ordinator: Brigitte No report.
9. Scholarships & Bursaries: Don (report circulated) Motions under New Business
 - a. McCulloch draft Terms of Reference – tabled to February meeting.
 - b. Proposed motion to transfer McCulloch family donation to Victoria Foundation – tabled to February meeting.
 - c. A future review is needed to determine the distribution of excess 'available to grant' funds.
 - d. Clarify with Victoria Foundation whether 2006 agreement can be amended. If not, we may need a new endowment fund and agreement in order to accommodate scholarships and bursaries which may not fall under the existing agreement.
10. Scholarships & Bursaries – Gidney report: Don (report circulated)
 - a. Don, Keith and King will report back with options for sustaining this fund
 - i. How much was originally donated, from all sources?
 - ii. Analysis of continuing to pay from operating funds vs creating an endowment
11. Website: Helen
 - a. We welcome new Web Co-ordinator volunteer, Paul Curtis, VHS 1978. Paul retires in May from Manager/Digital Services at BC Ferries so may not become fully involved until then. Besides website creation/oversight, his background includes communications, media relations, broadcast on-air and creative, and writing.
12. Seismic Updates/External Amenities: Ian, Keith
 - a. No word yet on any potential changes to the latest SD 61 proposal for the track/field updates.
Moved and seconded to move In-Camera.
Moved and seconded to move out of In-Camera.
 - b. Ian McKinnon provided an update on the Tak Niketas/Siver Law inquiry noted in minutes of October 13, 2021 board meeting.

New Business

1. Moved and seconded to adopt draft Terms of Reference for Georgina Lim Harrison bursary with amendment to Implementation Date: First annual award amount may commence 2022. To be determined. Carried.
Lead Contact (Linda) will follow up with donor to finalize implementation date based on funding options.
2. Moved and seconded to transfer the Harrison Family donation and any future donations received for the Georgina (Lim) Harrison Bursary to the Victoria Foundation, with an initial portion of up to \$1,000 to be allocated to spendables to facilitate grants for annual awards which may commence in 2022. Carried.

Adjournment: 5:46 PM

Respectfully submitted,

Linda Baker, VHS 1969

Board Secretary

ACTION ITEMS – TO DO LIST

1. Forward 2022 budget requests to Fern by mid-February. Budget to be presented at March meeting. Committee & Task Force lead volunteers.
2. Annie Boldt to contact Irene Harrison to receive Class of 1955 reunion info, photos, etc to add to Archives. **DONE**
3. Post info regarding Black & Gold on website, and include in newsletter. **DONE**
4. Reply to Pesek inquiry: Linda **DONE**
5. Draft the information going to grads about the Alumni: Communications Team
6. Draft communications plan for 2026 Book: Communications Team
7. Clarify with SD 61 a process to ensure donations made to the District for potential scholarships are provided to the Alumni. **Roger. In progress.**
8. Ask Aaron to have Alumni meeting dates added to the school's online calendar. **Linda**
9. Involve current grads in 2026 Book project: 2026 Book Team
10. Send proposed 2026 Book interviewees to Mary Anne Skill. Everyone
11. Bylaws: draft recommended updates & draft timeline for Feb meeting: Rick et al
12. Bylaws: send suggested bylaw update areas to Rick: Everyone
13. Harrison Bursary: clarify implementation date with donor: Linda
14. McCulloch Bursary: clarify with Victoria Foundation whether 2006 endowment fund agreement can be amended, or a new one is needed: Rick, Don
15. Gidney Bursary: recommendations on how to endow/fund this bursary: Keith, King, Don

REPORTS CIRCULATED BEFORE MEETING

Financial Statement for December 2021

2026 Book Report Notes of January 7/22 meeting.

Helen Edwards, Keith McCallion, King Lee, Mary Anne Skill, Linda Baker

Next Meeting: January 18, 10 AM – likely via Zoom (to be confirmed)

Goal of book:

- fun, informative, more about the people and the culture – not just the building
- Main focus: 1976 – 2026
- Significant focus: Vic High’s unique culture of inclusivity & acceptance

Format of book:

- Softcover, lots of photos
- Format size and # of pages: TBD

Storylines to consider

- How the building has evolved since 1976
 - o Renovations
 - Adding walls around stairwells
 - Updates to auditorium
 - o Fairey Tech – new in 2011, demolition of old building
- How the course content has evolved
- How the school came back from near-closure (the Vic High spirit!): redemption & recovery!
 - o Decline started about 1980
- Culture of inclusivity – how far back does it go?

To Do – Short Term

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|--------------------------------------------------------------------------------------------------------------|-----------|------|
| 1. Draft interview questions | Helen | ASAP |
| a. Include reminder to solicit photos from interviewees, and take current photos (specify resolution needed) | | |
| 2. Set up means to capture/save/share stories and photos | Linda | ASAP |
| a. From Facebook/social media, | | |
| b. From interviews done – written or videotaped | | |
| 3. Start capturing suggested people to interview | Mary Anne | ASAP |
| 4. Draft very general outline of content | Helen | |
| 5. Draft timeline – working backwards from publication | Helen | |

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|------------------------------------------------------|---------------------------------------------------------|
| 6. Create list of staff/teachers, to interview | Keith |
| 7. Add to list of people to interview | Everyone (fwd to Mary Anne) |
| 8. Draft communications plan – story-gathering, etc. | Linda, Mary Anne, King,
Paul Curtis (when available) |

Solicit Stories (ensure stories/memories span the 1976-2026 time frame, so more can relate)

- Students – 1976 onwards
- Staff, teachers
- Parents
- Clubs, music, sports
- Reunions already held

Involving Others

- Develop initiative to involve students in the project, possible 2022-2023 school year
 - o Gathering stories – likely videotaped
- Create plan for scanning all photos in the archives collections
- Identify specific tasks where volunteers can be solicited
 - o Transcribe audio/video interviews
- Solicit ideas for interviewees, stories, etc., from Board and active alumni
- Solicit stories, photos via
 - o Social media
 - o Alumni website
 - o Alumni newsletter
- Possibly recruit additional volunteers to conduct interviews – orient/train them in what’s needed, how to do it, etc.
- Seek info from school and school district on accessing any available digital material covering 1976-2026

Communications Plan

- How/when to start soliciting memories, photos, collateral
 - o Facebook, website, newsletter
- How/when to involve external media
 - o To gather more stories
 - o To promote pre-sales
- Newsletter staff will start using interview questions for ongoing alumni profile stories
- All past alumni profiles – save to ‘book stories’ folder

Suggested Interviewees so far: identify priorities, based on their age/health

- Gus McTavish – vice-principal
- Randi Falls – principal, now retired
- Existing admin – Aaron, Chris, Liz

- Fred Packford
- Keith McCallion
- Donna Jones – alumna, school board chair
- Alan Lowe – alumnus, and Victoria mayor
- David McLean – alumnus, former Alumni board chair, former Victoria councillor

Black & Gold Report

- Committee discussed plans for May 14, 2022 and given the state of things re Covid it was agreed that we wait another 4 weeks before deciding whether to continue or to postpone another year.
- Among factors that need to be considered include protocols that may be in place in May that could limit attendance numbers at the venue and may preclude buffet style format – might not be worth hosting an event with 50% capacity.
- We will not sell tickets at this time and will revisit and make a final decision in mid February and announcement by end of February.
- In the meantime, we will notify honourees; post this information on the website; and suggest the Board consider sending out an email to advise alumni.
- Work on the scripts and video production will continue in preparation for either scenario.

Scholarships & Bursaries

1. draft TOR of Georgina (Lim) Harrison to approve. (below)
2. Motion to forward to Victoria Foundation

Moved and seconded to transfer the Harrison family donation and any future donations received for the Georgina (Lim) Harrison Bursary to the Victoria Foundation, with an initial portion up to \$1,000 to be allocated to facilitate grants for annual awards commencing 2022.

3. draft TOR of Ken McCulloch bursary to approve. (below)
4. Motion to forward to Victoria Foundation

Moved and seconded to transfer the McCulloch family donation and any current and future third party donations received for the Kenneth R. McCulloch Bursary to the Victoria Foundation, with third party donations of up to \$1,500 received to date to be available to grant for annual awards commencing 2022.

5. Consideration of use of ‘excess to grant’ funds.
- 6.

**Kenneth R. McCulloch Memorial Bursary for Higher Learning
Terms of Reference**

DRAFT

AWARD PURPOSE AND ELIGIBILITY

The Kenneth R. McCulloch Bursary for Higher Learning is awarded annually to a graduating student who demonstrates a passion for learning in an area of their choosing, and has demonstrated financial need and proven acceptance to a Canadian university or college. The bursary may be announced at the June ceremony with money awarded upon proof of first semester fee payment. It may be deferred for one year to provide for a gap year for travel or work.

The award is named in honour of this beloved teacher and principal, who grew up in Victoria and served the students and staff of School District 61 throughout his career. Ken attended Victoria High School and participated in sports and clubs, was a member of the illustrious Totems basketball team, and graduated in 1955. Ken came from modest roots but he believed in both kismet and the capacity of learning to enhance prosperity. He came to believe higher learning was a catalyst for a good life and strong community culture. Ken loved sport, music, fine arts, laughter, and engaging in authentic conversation with the myriad people he knew and loved. Upon retirement, Ken joined the Victoria High School Alumni Association to contribute his expertise and ideas. He was extremely proud of and grateful for his affiliation with his alma mater.

The Vic High Scholarship Awards Committee is responsible for awarding the annual scholarship based on the stated eligibility criteria within these terms of reference.

ANNUAL AWARD TARGET: \$500 minimum subject to the Available to Grant balance through the Victoria Foundation.

IMPLEMENTATION DATE: First annual award amount commencing 2022 to be determined.

FUNDING SOURCE

The annual award will be source funded by principal donations, including an initial family contribution of \$10,000 that will be endowed in the Victoria Foundation (VF) governed by a Fund Agreement with the Vic High Alumni Association. Based on a current average minimum annual VF grant rate of 4.75% (rate subject to VF Board approval), the annual Available to Grant balance for this scholarship will approximate \$500 subject to future growth in the endowment balance and the annual VF grant rate. If the annual award is less than the annual available VF grant in any given year, any unused grant amounts will accumulate to fund future awards within the terms of the Fund Agreement.

OTHER CONSIDERATIONS: None.

LEAD RESOURCE CONTACT

- Don Kissinger (VHAA Director, Class of 59)

**Georgina (Lim) Harrison Bursary
Terms of Reference**

DRAFT

AWARD PURPOSE AND ELIGIBILITY

The Georgina (Lim) Harrison Bursary is awarded annually to a deserving Victoria High School graduate who intends to pursue a career in accounting, bookkeeping, office administration/assistance, marketing, or hospitality management. Special consideration will be given to students who are entering a certificate or diploma program, and applicants who have demonstrated a commitment to embracing and supporting diversity and inclusivity at Vic High.

The bursary is named in honour of Georgina (Lim) Harrison, a student in the Commercial program who graduated in 1955. She continued her post-secondary studies at Sprott-Shaw College, and eventually worked for a Deputy Minister in the BC Provincial government.

She and fellow student Barrie 'Buzz' Harrison knew each other at Vic High; however, they pursued separate marriages and children. Buzz went on to a career as a teacher, then school principal in the Sooke School District. Buzz and Georgina reconnected at their Vic High Class of 1955 30th reunion, by which time they were both single parents. That reconnection led to a long and very happy marriage.

Both Buzz and Georgina credit Vic High's culture of inclusivity with instilling in them a respect for all people, regardless of race or ethnicity or any other means by which some people seek to divide or demean others.

The Vic High Scholarship Awards Committee is responsible for nominating a student for this annual bursary based on the stated eligibility criteria within these terms of reference.

ANNUAL AWARD TARGET: \$500 with the annual award amount subject to the Available to Grant balance through the Victoria Foundation.

IMPLEMENTATION DATE: First annual award amount commencing 2022 to be determined.

FUNDING SOURCE

The annual award will be source funded by an initial principal donation of \$10,000 from Mr. Barrie (Buzz) Harrison and Mrs. Georgina (Lim) Harrison, and may be supplemented by future third party donations. Donations received by VHSAA will be endowed in the Victoria Foundation (VF).

Based on a current average annual VF grant rate of 4.75% (annual rate subject to VF Board approval), the annual Available to Grant balance for this bursary will approximate \$500 subject to future growth in the endowment balance and the annual VF grant rate. If the annual award

issued is less than the available VF grant in any given year, any unused grant amounts will accumulate to fund future awards within the terms of the Fund Agreement.

OTHER CONSIDERATIONS: None.

LEAD RESOURCE CONTACTS

- Linda Baker (VHAA Director, Class of 69)
- Don Kissinger (VHAA Director, Class of 59)

SCHOLARSHIPS & BURSARIES: GIDNEY REPORT

Keith McCallion, King Lee and Don Kissinger met with Norman Gidney on Monday, January 10, 2022 to discuss the history of the Gidney Bursary and Mr. Gidney's hopes wrt the bursary.

At that meeting Mr. Gidney supplied 2 copies of official VHS alumni receipts and expressed his hope that the bursary be ongoing. Attached are copies of the receipts, a screen shot of an email from Mr. Gidney wrt his donations.

The consensus of Keith, King and Don is that we need to establish a new fund within our scholarship/bursary account that will establish a permanent return of \$1000 a year.

For no clear reason we do not know why the fund was depleted out of the donated principal annually. Since the VHS Alumni Endowment with the Victoria Foundation began in 2006 while Mr. Gidney's donations were made in 2001 that may have resulted in not putting the original funds into an endowment .

Hello Don and Keith and King

I have a better idea of what you're looking for, but aside from a couple of charitable receipts in my name from Victoria High School Alumni Association — for donations I made of \$1,000 on July 20, 2001 and \$10,000 on Nov. 28, 2001 — I don't have a file bulging with documents and correspondence on this topic. Other individuals made donations in memory of my late wife, Barbara Gidney, but I have no records of who and how much.

Happy to meet and talk about the bursary continuing.

PS: Has anyone talked to Dennis Harrigan? He was principal at Vic High in 2001 and it was his suggestion to fund a bursary for a student needing extra funds for living expenses to stay in school. I thought it was a great idea and supported it right away. As to discussing the issue, please pick a place and a date and I'll be there.

Norm