



**Vic High Alumni
AGM – June 24, 2024**

5:30 PM | 1260 Grant St. | Library or via Zoom (*Link Below*)

Join Zoom Meeting

<https://us06web.zoom.us/j/82709695400>

Meeting ID: 827 0969 5400

AGENDA

We acknowledge and respect the ləkʷəŋən peoples on whose territory Vic High stands, and the Songhees, Esquimalt and W̱SÁNEĆ peoples whose historical relationships with the land continue to this day

Call to Order:

Quorum Confirmed:

Introductions:

Minutes: (June 8, 2023, AGM - attached below)

Annual Report: Board Chair Helen Edwards read the Annual Report

Financial Statements: Finance Committee to present statements and report (attached below)

Election of 5 Director positions, each is 2-year term: *Chaired by Board Chair Helen Edwards*

Nominated and confirmed willing to stand for office:

- Tara Laughlin, VHS 2008
- Don Kissinger, VHS 1958
- Ian McKinnon, VHS 1966
- Harry Felsing, VHS 1964

Member Questions or Comments:

Adjournment:

FINANCE COMMITTEE REPORT

June 24, 2024

The Finance Committee was formed in 2023 to assist the Board with oversight of the Association's finances. The current Committee members are:

- Helen Edwards (Board Chair)
- Nita Loudon (Director and Past Treasurer)
- Rick Crosby (Former director and Past Treasurer)
- Shannon Edgar (Merchandise)

Since June 2023, the Committee has been fulfilling the Treasurer's responsibilities in the temporary absence of a designated Treasurer on the Board of Directors.

Financial Statement 2023 Highlights (as at December 31, 2023):

As a volunteer-based organization, the financial statements reflect the considerable value in donated services from its dedicated, hardworking team of volunteers.

- Statement of Financial Position:
 - Net Assets (reserves): Unrestricted General Fund reserves increased from \$146,878 to \$157,893 in 2023. The current Restricted Fund balance of \$231,529 is detailed in note 6 to the financial statements and includes \$192,067 for the Stadium Renewal Fund.
 - Cash and short-term investments: The Cash balance of \$66,719 includes the operating and merchandise accounts. Short term investments of \$308,990 includes the Stadium Renewal Fund. The balance is currently invested in a high interest savings account.
 - Assets held by Foundations (Note 7 to statements): Through the generosity of donors and numerous fundraising initiatives led by dedicated alumni volunteers, the Association has continued to grow its investments in the Vancouver and Victoria Foundations. There is currently one endowment in the Vancouver Foundation and four endowment agreements with the Victoria Foundation. Details are included in Note 7 to the financial statements. As noted, because the endowed funds are held in trust and the Association is restricted from accessing the capital balances, the endowments are not included in the Statement of Financial Position. The fair market value of the Vancouver Foundation endowment at December 31, 2023 was \$195,177, plus \$554,722 for the Victoria Foundation, for a combined total of \$749,899 (\$0.75 million).
- Statement of Revenues and Expenditures:
 - The 2023 net surplus of \$48,694 includes \$22,305 in restricted donations.
 - Total revenues of \$103,029 are slightly down compared to prior year, primarily due to lower volume of restricted and unrestricted donations. This was offset by significant increases in

Victoria Foundation endowment grants, investment income, and net fundraising proceeds from the Black and Gold Dinner held in May 2023.

- The increase in total expenditures from \$36,431 in 2022 to \$54,335 in 2023 reflects significant increases in Student Support for scholarships and bursaries, and in school program contributions (detailed in note 8 of financial statements). The 2023 increase was primarily funded by grants from the Vancouver and Victoria Foundations and restricted donations. Total 2023 Student Support of \$41,499 represents 76% of total Association expenditures. Over the past two years, the Association has funded approximately \$65,000 in support to the school and its students, with the goal of continuing to increase this support in future years.

Looking Ahead:

In 2024, the key priorities regarding Association finances include:

- Recruitment of a Director willing to serve as Treasurer
- Developing a strategic plan for the General Fund reserve balance
- Developing a financial plan to enhance funding for school programs

Respectfully submitted by Finance Committee

Draft Minutes – 2023 AGM

Vic High Alumni

AGM MINUTES

June 8, 2023

Meeting held via ZOOM

Call to Order: 5:36 PM

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.

Quorum Confirmed: 22 members in attendance.

Introductions: All attendees introduced themselves. Name and grad year.

Minutes: Moved and Seconded to adopt minutes of June 28, 2022 AGM. Carried.

Moved and Seconded to adopt minutes of April 25, 2023 Special General Meeting. Carried.

Annual Report: Board Chair Helen Edwards read the Annual Report. Attached below.

Moved and Seconded to accept. Carried.

Financial Statements: Treasurer Fern Johnson presented the Board-approved 2022 Financial Statements. Attached below.

Moved and Seconded to accept. Carried.

Election of 4 Director positions, each is 2-year term: Chaired by 1st Vice-Chair Roger Skillings

Nominated and confirmed willing to stand for office:

Ed Kozicki, by Mary Anne Skill

Linda Baker, by Annie Boldt

Helen Edwards, by Linda Baker

Nita Loudon, by Anne McKeachie

Call for nominations three times

Call for nominations made 5 times. Nominations closed and nominees acclaimed.

Member Questions or Comments

1. Four Vic High alumni are battling it out on the golf course against 4 Oak Bay alumni. We're to be advised of the winner! Vic High alumni all wearing Vic High caps.

2. Thanks to Mary Anne, and particularly Shannon Edgar, for ensuring the excellent design of the new cap.
3. Ronnie Lowe – asked how he can help with Alumni tasks. Linda will follow up with him.
4. Paul (Director-Website) outlined goal of aligning the website with the Alumni’s emerging fundraising goals.
5. Gerald Pash may be willing to consider helping on the Communications Team. Suggested we have King Lee give him a call.

Adjournment: 6:20 PM

Vic High Alumni

Annual Report

June 8, 2023

First, we thank the donors who ensure the Vic High Alumni can support the school and its activities. I would also like to thank our extraordinary team of volunteers. You all definitely embody the Vic High spirit.

Administration

We adopted a new Vic High Alumni bylaws and constitution in April. This ensures that we operate within the Societies Act and in the new digital world. Thanks to Rick Crosby, 1976, Brian Day, 1968, and Roger Skillings, 1968 for their leadership on this important issue. We can’t thank them enough. As we move our operations to a more digital format, we can draw volunteers from outside Victoria to perform tasks that can be done online. Board meetings are open to all members, but only elected members can vote. We have been experimenting with hybrid meetings enabling those from outside our region to attend and participate. Once the new board establishes a meeting schedule, we will post it on the website.

Archives & Museum

We finished adding 7,416 individual records to a database to make it easier to search for things in the Archives and look forward to creating a more orderly way to store digital archival records. We went on several tours of the seismic jobsite to take photos and document progress for the Archives, and share information and photos via the website and newsletter. We have secured an alumni-owned business – Vintage Woodworks – to build new custom shelving for the Archives. Owner Ken Coley-Donahue, VHS 1987, won the contract to provide all the replica windows for Vic High and was keen to help with Archives shelving. The Department of Veterans Affairs has created individual online pages of each war memorial element at Vic High: our Great War Banner, the two war memorials, cornerstones and plaques, memorial trees, the stained-glass windows, and more. The pages are being translated and we’ll announce in the newsletter when they’re live. We continue to receive donations for the Archives. Two major ones:

- 1915 Diary of Ernest Fairey (brother of Frank T. Fairey after whom Fairey Tech is named) was found by a DurWest labourer in the ceiling of the auditorium
- 1959 Totems Championship jacket in pristine condition, the last one in existence, was donated by a member of the team – David Nelson

Stories and contacts are being collected on the website to help with research for the next Vic High history book, to be published for Vic High’s 150th anniversary in 2026. Please share your memories of your Vic High days with us.

Communications

Eleven newsletters were emailed last year, and our engagement with our 4,000 recipients is high. Our MailChimp email program allows us to target sub-groups, so we’ve sent emails to various grad classes at the request of reunion organizers or fundraising leads. Website traffic is up 60% over this time last year. Our new merchandise program was launched online, Vic High yearbooks- easily the most-visited area of the site-are now easier to download, our donor list has been updated, and we are tracking traffic and suggested improvements. By monitoring key performance metrics, we can improve our service to you!

The Communications team prepared promotional materials to raise the profile of the Association and expand awareness of what we do. For the Vic High Awards Night, we provided descriptions and photos for each Alumni award for a slide show for attendees, and info cards to give to each Alumni award winner. We designed items for the Black & Gold Dinner, the Merchandise Program, items to send with donor thank-you notes, and more.

Events

The 2020 Black & Gold Dinner was finally held May 2023, with eight alumni celebrated and inducted into the Black & Gold Honour Roll. Numerous students attended the dinner, each a leader in the school in some way, and one of them was surprised to see so much enthusiasm by alumni for Vic High, remarking, "We really are all one Vic High family." Videos about each inductee are linked from our website, along with those of the previous 16 alumni inducted since 2014. 2025 is the Alumni's 50th anniversary, and the school year 2025-26 is Vic High's 150th anniversary. We will be developing celebratory events and activities to recognize these milestones.

Fundraising

The role of the Task Force is to develop new fundraising initiatives to refurbish war memorials, create the first-ever donor recognition wall, ensure various heritage elements can be incorporated, and refurbish grad class photos. We are also looking to help equip the new broadcast media lab, robotics engineering lab, a Vic High marching band, new art gallery area, the theatre with a new stage curtain, the new astronomy viewing deck with light-filtering screens, and more. Some of these are budgeted for by the school over time, but the sooner we can raise funds to help, the sooner our students can benefit from these items.

We met with some very successful fundraisers who graciously shared best practices information, and we are developing some options best suited to the target projects and those most likely to donate. A benefactor has offered to fund professional fundraising assistance in order to help us achieve these ambitious goals.

We sold 24 seats in 2022 fiscal year. An anonymous donor has secured individual seat plaques for all members of the 1959 Vic High BC Championship Totems. Approximately 250 seats out of 960 total are still available on the main floor. There will likely be seats available in the balcony at some point. A new Vic High merchandise program was launched this year and everything is available on our website. The merchandise team attends all reunions with a pop-up store and generated significant sales at the recent Black & Gold Dinner.

Reunions

Reunions are resuming, some 1-2 days of events and others a single event. We continue to support reunion organizers and update the extensive information on the website to provide ideas and guidance.

Scholarships & Bursaries

In June 2022, the total value of all scholarships and bursaries awarded to Vic High students by the Alumni was approximately \$22,000. This spring, the Board was able to increase the value of the awards to over \$30,000. We are discussing with staff where additional scholarships or bursaries might be helpful to support the students.

Volunteers

The seismic upgrade of Vic High and the expansion of Alumni activities over the past few years have created numerous opportunities to get involved, help alumni stay connected, and give back to Vic High. Most of these things are or can be done online from anywhere.

1. Bookkeeping/financial management: we need a Treasurer for the Board.
2. Event organizing & fundraising
3. Donor relations
4. Supporting reunion organizers
5. Website updating (we use a very common and user-friendly platform: WordPress)

6. Maintaining our email list and website-based directory of 14,000 alumni
7. Interviewing alumni and writing up their stories for the website, newsletter & archives.
8. Working in the Vic High Archives, creating in-school displays, maintaining digital collections.

It's been a busy year and we know, with Vic High re-opening in January, there are lots of opportunities for us all to continue supporting this great school. Needless to say, we – along with all the staff and students – cannot WAIT to see our school again.