

AGENDA | Eugene Coste School Enrichment Society

Members must be virtually present to vote. Proxies are not permitted.



Eugene Coste
INTERNATIONAL SPANISH ACADEMY

Date | Thursday, May 21, 2026

Time | 7:30 pm

Location | Virtual via Microsoft Teams (Teams link will be sent via School messenger and posted on Facebook)

All approvals and voting will take place virtually via Teams

NEW LINK EACH MONTH

Join on your computer, mobile app or room device

[Click Here to Join Meeting](#)

Meeting ID: 285 210 106 113 6

Passcode: pY6f4xM6

[Download Teams](#) | [Join on the web](#)

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|---|---------------|
| 1. CALL TO ORDER & LAND ACKNOWLEDGEMENT | 1 Min |
| 2. REVIEW & APPROVAL OF AGENDA | 1 Min |
| • Agenda will be posted on the school website and on Facebook prior to the meeting to review. | |
| 3. REVIEW & APPROVAL OF MINUTES FROM PREVIOUS MEETING | 1 Min |
| • Previous meeting minutes will be posted on the school website prior to the meeting to review. | |
| 4. MEMBERSHIP FORMS AND VOLUNTEERING | 2 Min |
| • 2025/2026 Form: https://forms.gle/RcxfzeyiyGpeiK3m8 | |
| • You must be a member to vote and/or hold an elected position | |
| 5. FINANCIAL UPDATE (Larissa) | 5 Min |
| • Budget and Expenses – Actuals and Forecast | |
| • Balance Sheet & Income Statement | |
| 6. BOARD ELECTIONS | 30 Min |
| • President | |
| • Treasurer | |
| • Secretary | |
| Note: Position descriptions at end of agenda | |
| 7. 2025/2026 WISH LIST (Carmen) | 15 Min |
| • Latin Dance | |
| • Alien in Line | |
| • Art Residency | |

8. **SPRING FUNDRAISER – BOXED CARDS (Ana)** 2 mins
- Update
9. **CASINO (Maria)** 2 Min
- Casino Chair – Greg Osbourne
 - Date: December 19 & 20, 2027

10. **BYLAW REVIEW (Dave)** 3 Min
- Semi-Annual review of Bylaws

11. **HEALTHY HUNGER/FUN LUNCH (Maria)** 2 Min
- Fun Lunch Coordinator Search

Dates:

- May 20 – Edo
- June 4 – Saucy Bread
- June 18 – Glamorgan Bakery

www.healthyhunger.ca - *All orders must be in by midnight 5 days before the lunch date.*

12. **ONGOING FUNDRAISING EVENTS (Dave)** 1 mins

ONGOING FUNDRAISERS

- Mabel's Labels
- Healthy Hunger
- Cobb's Bread Willow Park
- Summarized Designs Online Swag Store

FUNDRAISING IDEAS

- Book Swap
- Budding Artists
- Growing Smiles Plants
- Springbank Cheese

Ideas for future fundraisers are always welcome!

13. **MEETING ADJOURNED** 1 min

Other Information

General Inquires and comments: ecsenrichmentsociety@gmail.com

Treasurer: eugenecoste.treasurer@gmail.com

Secretary: eugenecoste.secretary@gmail.com

Director at Large: eugenecoste.director@gmail.com

Have an agenda item for the next meeting? Please email ecsenrichmentsociety@gmail.com prior to the next scheduled meeting.

For more information on the School Council or Enrichment Society please refer to our Parent Welcome Handbook on the Eugene Coste website.

Follow us on Social Media

<https://www.facebook.com/groups/1716461455341688>

<https://twitter.com/ECSEnrichment>

<https://www.instagram.com/eugenecostesenrichmentsociety/>

Enriching Kids Education

We raise funds and make them count! From Dance & Tennis residencies and Learning Commons furniture to field trip subsidies, art supplies, online learning tools, and a calming centre — we fund what matters. Next up: a revitalized outdoor courtyard.

This only happens with people like you!

We need passionate parents to join our board — **without a full team, enrichment efforts at our school stop.** Our kids are counting on you!

We are looking for people to join our board who are interested in:

- * Bringing creative initiatives to life
- * Building community engagement through event planning
- * Helping raise funds that will enhance your child's education
- * Meeting other Eugene Coste parents

Positions are 2 year terms with around 2-3 hours of commitment per month including monthly meetings.

Contact Us

✉ ecsenrichmentsociety@gmail.com

Open Board Positions



President

Leads the Board by chairing meetings, upholding bylaws, supporting fundraising, and ensuring effective governance and decision-making.



Treasurer

Manages the Association's finances, including budgeting, accounts, reporting, and signing authority, to ensure fiscal accountability.



Secretary

Records minutes, manages correspondence, maintains member records, and sends notices to society members and school at large.

GET INVOLVED TODAY!

Scan QR Code for More Info



Eugene Coste
SOCIETY

President

Vacant
Position

Leading School Enrichment

As President, you are the face and voice of the **Enrichment Society**. You'll lead all Board and Association meetings, serve as chief spokesperson, and stay across every aspect of our organization. You'll review all communications before they reach our school community, mentor and collaborate closely with the Vice President, and sit as a member of all committees. With a vote in every decision and a hand in every initiative, you'll set the tone, drive the mission, and inspire our team to keep doing amazing things for our students.



Commitment

The President serves on a 2 year term with a monthly commitment of about 4-5 hours.



Training & Support

All roles include a 3 month transition period and ongoing support from the entire team.



Essential Position

This is one of 4 core roles that needs to be filled for us to continue operating.

Responsibilities

- Leads and provides direction to the Board of Directors.
- Ensures the Board adheres to legislation, Bylaws, Mission and Policies.
- Prepares agendas and chairs all Board and Society meetings.
- Keeps discussions on track and maintains the integrity of decision-making.
- Appoints and orients Committee Chairs and Board Members to their responsibilities.
- Acts as a signing officer for cheques, contracts and grant applications.
- Plays a leading role in supporting fundraising activities.
- Presents the President's Report at the Annual General Meeting.

Contact Us

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**Eugene Coste
Enrichment Society**



Treasurer

Vacant
Position

Funding School Enrichment

As Treasurer, you are the financial backbone of our organization. You'll manage all incoming funds, oversee deposits, and keep accurate financial records for the Enrichment Society. You'll track receipts and disbursements, report to the Board whenever needed, and prepare an audited financial statement for our Annual General Meeting. Working alongside two elected signing officers, you'll play a vital role in ensuring our funds are managed responsibly — so we can keep doing great things for our students.



Commitment

The Treasurer serves on a 2 year term with a monthly commitment of about 3-4 hours.



Training & Support

All roles include a 3 month transition period and ongoing support from the entire team.



Essential Position

This is one of 4 core roles that needs to be filled for us to continue operating.

Responsibilities

- Prepares, monitors and reports on the annual Association budget.
- Maintains full and accurate accounts of all receipts and disbursements.
- Receives, deposits and disburses all monies as directed by the Board.
- Acts as one of the signing officers for cheques, contracts and grant applications.
- Prepares committee budgets with Committee Chairs and chairs the Finance Committee if created.
- Prepares receipts for donations and submits all financial reports as required.
- Presents the Audited Financial Statement and financial report at the Annual General Meeting.
- Supports fundraisers, special events and orients the incoming Treasurer.

Contact Us

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**Eugene Coste
Enrichment Society**



Secretary

Vacant
Position

Supporting School Enrichment

As Secretary, you are the heartbeat of our communications. You'll attend all Board meetings, keep accurate minutes, and manage all correspondence and documentation for the Enrichment Society. You'll maintain an up-to-date member directory and ensure all notices reach our community on time. Reporting to the President and Board, you'll play a key role in keeping our organization running smoothly and efficiently.



Commitment

The Secretary serves on a 2 year term with a monthly commitment of about 2-3 hours.



Training & Support

All roles include a 3 month transition period and ongoing support from the entire team.



Essential Position

This is one of 4 core roles that needs to be filled for us to continue operating.



Responsibilities

- Maintains all official records, and Board correspondence for the Association.
- Keeps up-to-date lists of Officers, Board Members, committees and General Membership.
- Notifies Board Members of meetings, confirms quorum and tracks attendance.
- Records accurate minutes, motions, decisions and corrections for all Board and committee meetings.
- Distributes minutes promptly and manages all general Board correspondence.
- Ensures members are notified of General Meetings and supports fundraisers and special events.
- Chairs Board meetings in the absence of the President and Vice President, and orients the incoming Secretary.

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**Eugene Coste
Enrichment Society**



Director at Large

Vacant
Position

Shaping School Enrichment

As a Director at Large, you are a vital voice on the Enrichment Society's board. You'll bring fresh perspectives, strategic thinking, and community insight to help guide our fundraising efforts and enrichment initiatives. Without a fixed responsibility, you'll have the flexibility to dive into special projects, support committees, and focus on what matters most — doing what's best for our students and school community. This is a hands-on, collaborative role with real impact.



Commitment

This is a 2 year term with a monthly commitment of about 2-3 hours.



Training & Support

All roles include a 3 month transition period and ongoing support from the entire team.



Optional Position

This position is not required, however members serve a critical role in the board.



Responsibilities

- Attend all Board and Association meetings as a voting member.
- Contribute to strategic decisions that guide the direction of the Enrichment Society.
- Support and participate in committees, special projects and fundraising initiatives.
- Provide advice, counsel and fresh perspectives to the Board on key issues.
- Uphold fiduciary responsibility by acting in the best financial interests of the Association.
- Ensure all decisions align with the Association's Bylaws, Mission and Policies.
- Serve as a representative and ambassador of the Enrichment Society within the school community.
- Carry out additional duties as assigned by the Association or Board.

Contact Us

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**Eugene Coste
Enrichment Society**

