

Doncaster PAC – Executive Meeting Notes

Date: Tuesday, Nov. 18, 2025

Time: 8:30 pm

Location: Zoom

Chair: Laura Mercer

In attendance:

Laura Mercer

Dan Perrakis

Evelyn Gregory

Alicia Ripington

Warren Weicker

Olivia Furlong (guest)

1. Call to Order

- Laura opened the meeting at 8:34pm with a Territorial Acknowledgement
- Quorum reached- 5 executives in attendance. (For executive meetings, our bylaws require 50% plus 1 of executive members to be present. With 9 members, at least 5 executive members must attend for any votes to be valid.)

2. Confirm Secretary or Alternate to Take Minutes

- Secretary (Evelyn) in attendance to take meeting notes

3. Approval of Agenda

- No agenda objections

4. Appointment of President

- Motion: "I move that the executive of the Doncaster PAC appoint Laura Mercer to the position of President of the Doncaster Parent Auxiliary Council."
- **MOVED** by Warren, seconded by Dan
- Vote: 4-in favour; 1 abstained; **CARRIED**

5. Appointment of Vice-President

- Motion: "I move that the executive of the Doncaster PAC appoint Warren Weicker to the position of Vice-President of the Doncaster Parent Auxiliary Council."
- **MOVED** by Laura, seconded by Evelyn
- Vote: 5 in favour; **CARRIED**

6. Signing Authority

- Motion: "I move that the executive of the Doncaster PAC designate Warren Weicker as an authorized signatory for the two Doncaster PAC accounts with Coast Capital

Savings, alongside the existing authorized signatories, co-treasurers Alicia Rippington and Dan Perrakis. Laura Mercer (President) will not have signing authority.”

- **MOVED** by Laura, seconded by Alicia
- Vote: 5 in favour; **CARRIED**

7. Treasurer Update (Laura with Dan & Alicia)

- Review of 2024/25 Final Financial Statement posted [here](#) – \$8,085.21 surplus (low spending)
- Receipt of a \$2,500 parent donation early Nov 2025
- Process for potential budget amendments
- Propose that GIC decision be deferred to December general meeting
- Teacher “Wish Lists”

8. Constitution & Bylaw Committee Update Olivia)

- Non profit vs society
- Draft Constitution submitted
- **ACTION ITEM:** all executives to read the draft by January meeting
- Goal to vote to approve at April AGM
- Section 2 “Purposes of the Council” to be discussed at the January DPAC meeting
- Roles and Responsibilities be to discussed at the February DPAC meeting

9. Jersey Revision Proposal

- 200 Jerseys arrived at the school saying “Ecole Doncaster”
- Proposal: Add “Doncaster School” to reflect dual-track status
- Plan: Defer motion to December General Meeting to allow broader member discussion

10. Holiday Tokens of Appreciation for Admin Staff

- Discussion and decision to take place on a further date

11. January General Meeting Format & Content

- Constitution focus topic #1 (Mission & Purpose)
- Given the need for discussion on topic above, January’s meeting to be in person; possible look at March Meeting to be virtual

12. Determine Executive Meeting cadence

- Next executive meeting to be held in January 2026

13. Adjournment

- **MOVED** by Laura, seconded by Alicia; **CARRIED**
- Meeting adjourned at 9:16pm