



WEST SPRINGS SCHOOL DEVELOPMENT ASSOCIATION (WSSDA)
ANNUAL GENERAL MEETING
Thursday, May 8, 2025 @ 6:58 PM
In-Person and via MS Teams

EXECUTIVE ATTENDEES

Viktorija Titov-Kullar – WSSDA President
Eryn Craft – WSSDA Vice-President
Jackie Baker – WSSDA Treasurer
Irina Lucyshyn – WSSDA Secretary

Susan Westgate – WSS Principal
Leah MacMillan – WSS Vice-Principal

A. Welcome and Introductions (6:58 pm) – Viktoria T.

B. Approval of Agenda (6:58 pm) – motion moved by Loriel A., seconded by Katherine R. Carried.

C. Approval of Previous AGM Minutes (6:59 pm) – motion moved by Katherine R., seconded by Loriel A. Carried. [May 16, 2024 WSSDA Meeting Minutes](#)

D. Executive Report and Overview – Viktoria T.

- WSSDA successfully accomplished a lot this year. Some of the highlights include:
 - Spring & Fall Flower fundraisers
 - Fall and Spring “Fill your Freezer” Fundraiser. The Spring fundraiser is currently ongoing.
 - Monthly Fun Lunch
 - Art Cards
 - Moms’ Night Out
 - Spring Fun Fair

E. Treasurer’s Report – Jackie B.

- WSSDA Financials have been audited by two members-at-large and will be submitted with the annual report.



FINANCIAL STATEMENTS
WEST SPRINGS SCHOOL DEVELOPMENT ASSOCIATION
 For the year: 01/01/2024 to 31/12/2024

STATEMENT OF NET ASSETS

Assets	2024	2023
Cash- Bank	\$ 134,230	\$ 74,982
Total Assets	\$ 134,230	\$ 74,982


STATEMENT OF ACTIVITIES & CHANGES IN NET ASSETS


Income	2024	2023
Fundraising	\$ 24,411 ✓	\$ 56,270
Casino	\$ 83,496 ✓	\$ 7,360
Interest	\$ 55 ✓	\$ 29
Total Income	\$ 107,962	\$ 63,659

Disbursements	2024	2023
Fundraising Cost of Goods Sold	-\$ 10,942 ✓	-\$ 23,859
Purchase of Capital Items for the School	-\$ 11,289 ✓	-\$ 20,863
Financial Support for School Initiatives/Programs	-\$ 22,862 ✓	-\$ 10,544
Insurance	-\$ 893 ✓	-\$ 890
Casino Advisors	\$ -	-\$ 2,351
Donation to WSSC	-\$ 2,000 ✓	\$ -
Office Supplies and Admin	-\$ 728 ✓	-\$ 478
Total Disbursements	-\$ 48,714 ✓	-\$ 58,985

Excess of revenue over expenditures	\$ 59,248	\$ 4,674
Net assets, beginning of period	\$ 74,982	\$ 70,308
Net assets, end of period	\$ 134,230	\$ 74,982
check	-\$ 0	\$ -

Reviewed and subjected to specified audit procedures by:


 Signature _____ Position Member at large Date April 24, 2025


 Signature _____ Position member at large Date April 24, 2025



- Summary of active fundraisers:
 - Fun Lunches are very successful and continue to make about \$800-900/mo. On track to reach the budgeted goal.
 - Art Cards exceeded the goal.
 - Growing Smiles has been a bit of a disappointment, including the Spring one, the total is still under \$800. This could be due to the fact that West Ridge School runs theirs at the exact same time. There have been suggestions to discuss coordinating this fundraiser with West Ridge, for example, one school runs the Winter one and the other - Spring.
 - Team Fund (Meat fundraiser) – made \$1,545 in the winter and expect about the same in spring, so quite successful.

Active Fundraisers	Budgeted	Actuals - April 15
Fun Lunches	\$ 6,000	\$ 4,672
Art Cards	\$ 2,500	\$ 2,740
Growing Smiles (Winter & Spring)	\$ 2,200	\$ 327
Team Fund (Fall & Spring)	\$ 2,000	\$ 1,545
Donations	\$ 500	\$ -
	\$ 13,200	\$ 9,285

- Passive fundraisers:
 - Cobbs is no longer taking donations for schools, and they have also lost some of the previous donations due to a system glitch, currently trying to recover the funds.
 - Mabel's Labels are fairly successful
 - Springbank Bottle Depot – there is an expected cheque coming
 - Papa John's – has not been very successful, so WSSDA no longer advertises it. \$143 are proceeds from last year.

Passive Fundraisers	Budgeted	Actuals - April 15
Cobbs	\$ -	\$ -
Mabel's Labels	\$ 500	\$ 485
Springbank Bottle Depot	\$ -	\$ -
Papa John's	\$ -	\$ 143
Interest	\$ 30	\$ 42
	\$ 530	\$ 670



- Event fundraisers:
 - 2025 is a non-casino year
 - For Mom’s Night Out, the total was higher than reported below, as there was a cheque for an additional \$826 deposited on Apr 13. It was a great event that received lots of positive feedback.
 - Fun Fair results below are from last year. Expected to be a great event this year as well.

Event Fundraisers	Budgeted	Actuals - April 15
Casino	\$ -	\$ -
Halloween Howler	\$ 5,000	\$ 5,191
Mom's Night Out	\$ 1,000	\$ 637
Fun Fair	\$ 7,000	\$ 8,567
	\$ 13,000	\$ 14,394

- Expenses Overview:
 - Jeff Stockton residency has been paid in full now as per budget below
 - Curricular enhancements include covering the cost of bussing for field trips, and some payments have been made so far, so the actuals are not at zero.
 - Grade spending – each grade level gets \$1,000, mostly opting for Teacher’s Pet or Clay for Kids programs.
 - Resource supplies include headphones, furniture, star projector and timers – mostly paid now.
 - All other expenses are being paid up or will be shortly.

WISH LIST EXPENSES	Budgeted	Actuals - April 15
Residency	-\$ 23,750	-\$ 12,628
Art Supplies	-\$ 3,000	-\$ 3,120
Curricular Enhancements	-\$ 4,200	\$ -
Grade Spending	-\$ 5,400	\$ -
Resource Supplies	-\$ 2,000	\$ -
Kindergarten Enhancements	-\$ 3,200	\$ -
Walkie Talkies	-\$ 5,000	-\$ 3,575
First Aid	-\$ 3,800	-\$ 1,739
Literacy Resources	-\$ 700	
Late Expense Prior Year	-\$ 4,500	-\$ 4,089
	-\$ 55,550	-\$ 25,151

- Other expenses:
 - Other expenses include website hosting, bank costs, cheques
 - Copier costs – the invoice will be provided by the school by year-end



OTHER EXPENSES	Budgeted	Actuals - April 15
Admin	-\$ 500	-\$ 813
Advertising	-\$ 500	-\$ 184
Copier Costs	-\$ 500	\$ -
WSSC Donation	-\$ 2,500	-\$ 2,500
WSSDA Insurance	-\$ 889	-\$ 893
	-\$ 4,889	-\$ 4,389

Summary:



Starting Cash: \$126,224



Net Revenue: \$5,192



Ending Cash: \$121,032

- Huge thank you to the School Admin, WSSDA Executive team and Parent Council, Fun Lunch coordinators, event volunteers and WSS parents!
- Positions that needs to be filled for next year: Fun Lunch coordinators: two volunteers to help set up vendors and Healthy Hunger, as well as help out with monthly Fun Lunches delivery and distribution.

F. New Business

- **Resignation of WSSDA Executives:**

- Viktoria Titov-Kullar
- Eryn Craft
- Jackie Baker
- Irina Lucyshyn

- **Election of WSSDA Executives:**

The process for the Election was outlined prior to the new Executive being acclaimed/elected. It was noted that if anyone was interested in a position, they could identify themselves as each position was announced. For any position with only one nominee, the nominee would be acclaimed. For any



position with more than one nominee, the nominees would be required provide a one-minute speech about themselves. This would be followed by a secret ballot.

- Eryn Craft – Nominee - WSSDA President
- Catlin van Dyke – Nominee - WSSDA Vice-Chair
- Taylor Kortje – Nominee - WSSDA Treasurer
- Irina Lucyshyn – Incumbent - WSSDA Secretary

Motion: To Elect the WSSDA Executives as presented above.

- Eryn Craft – moved by Viktoria T., seconded by Madison T.
- Catlin van Dyke – moved by Viktoria T., seconded by Katherine R.
- Taylor Kortje – moved by Viktoria T., seconded by Katherine R.
- Irina Lucyshyn – moved by Katherine R., seconded by Viktoria T.

None Opposed. Elected as presented.

G. Next WSSDA Meeting – Oct 2025 to approve the Budget.

H. Motion to adjourn the meeting. Moved by Viktoria T., seconded by Katherine R.

Adjourned at 7:16 pm.