



**École Robert Browning Parent Advisory Council**

130 Browning Blvd  
Winnipeg, MB R3K 0L8

**Annual General Meeting**

**MINUTES**

**September 18, 2025**

**Ecole Robert Browning Staff Room**

**Attendance:** Bonnie Neil, Samantha Boxell, Zach Linnick, Leanne Verreault, Mila Rowe, Rebecca Foat, Breanne Tremblay, Andrew Sealey, Andrea Keating, April Williams, Kyla Cooke, Gillian Chester, Charlie Chester, D. Seminiano, Janelle Ryner, Karli McMaster, Meagan Robertson, Terra Lefort, Melanie Kennedy

- **Call Meeting to Order 6:01pm**
  - Quorum is confirmed
  - Welcome, review of guidelines
- **Establishment**
  - Types of Parental Organizations and their requirements
  - Vote to form Parent Advisory Committee - All in Favour
- **Election of Executive Committee**
  - President - Samantha Boxell (nominated by Andrea Keating, seconded by Melanie Kennedy, all in favour)
  - Vice-President - Melanie Kennedy (nominated by Gillian Chester, seconded by Karli McMaster, all in favour)
  - Secretary - Christian Robins (nominated by Samantha Boxell, seconded by Zach Linnick, all in favour)
  - Treasurer - Kyla Cooke (nominated by Andrea Keating, seconded by Samantha Boxell, all in favour)
- **Non-Executive Roles**
  - Fundraising Representative - Kyla Cooke
  - Playground Representative - Mila Rowe
- **Approval of 2024-2025 AGM Minutes**, subject to spelling corrections (motioned by Andrew Sealey, seconded by Andrea Keating, all in favour)
- **Adoption of ERB PAC Constitution**
  - Vote to adopt (motioned by Zach Linnick, seconded by Melanie Kennedy, all in favour)
- **Reports**
  - Administration - Bonnie Neil
    - Last year went well, end of year picnic was very successful. Full report will be presented at next meeting.



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- Treasurer
  - Current balance is \$28,699.48.
- Fundraising
  - See attached summary of fundraising activities. This year we will have a dedicated fundraising representative to take point on activities.
- **Fundraising**
  - Peak of the Market -in progress, Orders due September 25, Delivery date October 8. Volunteers will be needed for delivery and distribution.
  - Fall Ball - October 23
- **2025-2026 Meeting Dates**

These are tentative dates for this school year. We may change, add, or remove meetings as necessary. All meetings will be at 6:00pm in the staff room, with a virtual link.

|               |            |
|---------------|------------|
| ○ October 2   | ○ March 12 |
| ○ November 13 | ○ April 16 |
| ○ January 8   | ○ May 21   |
| ○ February 5  | ○ June 18  |
- There is a PAC info session on November 4 6:30pm at the SJASD Boards Office for anyone who would like to attend.
- **Adjourn 6:54pm**