

Annual General Meeting
German Language School Ottawa
Meeting Minutes

2023-03-25

MINUTES

1. Call to Order
 - The meeting was called to order at 9:55am
2. Quorum established with 26 participants
3. Comments and Introductions
 - Introductions of Board members (Axel Rex)
4. Approval of Agenda
 - No proposed amendments to the agenda
 - **Motion to Approve: Jens Kull**
 - **Motion seconded: Joe Leppert**
 - **Unanimously approved**
5. Reading and Approval of Minutes of 2022 AGM
 - Minutes were shown on screen and summarized (Sabine Doebel-Atchison)
 - **Motion to Approve minutes of the 2022 AGM: Chris Henschel;**
 - **Motion seconded: Jens Kull**
6. Business Arising
 - None
7. President's 2022 Report (Jens Kull)
 - Summary including: GLS experience with online schooling, Sommerfest at Petrie Island, Kinderkino, 50+1 anniversary celebration, Summer School in person; student exchange
 - New website up and running
 - Library is doing well
 - Many books have been donated; they are being sorted
 - **Motion to approve President's report: Joe Leppert**
 - **Motion seconded: Michael Assal**
 - **Unanimously approved**
8. Treasurer's Report for 2022 (Michael Assal)
 - Summary of income:
 - Total income: \$58,941.21
 - Less income than expected
 - i. Membership income was lower during the pandemic but it is recovering
 - ii. We are receiving less money from Germany due to exchange rate (Note: the funding is for promoting the German language; GLS receives funds based on the

number of students that take and pass the A1, A2 tests and the Deutsche Sprachdiplom 1 und 2).

- Membership fee adjustments have gone down (membership fee adjustment refers to the reduction in income resulting from members not making their membership payments or paying less than the suggested amount).

Summary of expenses:

- Main expense is wages and assistants
- Total Expenses: \$59,445.48
- NET: -\$504.27

Summary of balance sheet

- Total Cash and Bank Accounts: \$108,875.37
- Total Assets: \$111,475.37
- GLS holds three Guaranteed Investment Certificates
- NOTE: Cash on hand is for a 'rainy day'; it is being kept for a possible day when the German government funding may no longer be available. We may need to dip into the rainy day fund soon because we lost students during online schooling and therefore we expect a period with lower numbers of students taking and passing the Deutsche Sprachdiplom 1 and 2. However, this problem should be short-lived because we have large numbers of kids in the younger classes.
- We have some liabilities from past payments to Principal (the payment was not claimed on time so we have carried it forward).

2022-2023 Budget

Summary of budget:

- INCOME: We may not make the budgeted target for income
- EXPENSES: Difference because of the 50+1 expense
- Membership fees lower but recovering
- Decrease in membership fee adjustments
- Lower value of German subsidy
- Late submission of principal wages burdening cash flow and balance sheet.
- **Motion to approve the Treasurer's report: Stephanie Plante**
- **Motion seconded: Daniela Vogel**
- **Unanimously approved**
- **Motion to approve budget as presented: Joe Leppert**
- **Motion second: Jens Kull**
- **Unanimously approved**

9. Principal's Report

- Student numbers: total 198
- The demographics show the dip for the middle ages resulting from the lack of intake during the pandemic.
- DSS Vorbereitung: 10 students preparing for the exams.
- There are still two online classes
- For grades 9, 10, 11: three high school credits can be earned.

- Language exams A1 is happening next week.
- Discussion:
 - i. Teachers are paid by the Board and topped up by GLS (prep time)
 - ii. Text books: need to adapt to the level of the class; still learning the new book series;
 - iii. A1 in Grade 4; A2 in Grade 8
 - iv. Must have A2 before writing DSS
- Teacher support and training:
 - i. 3 workshops
 - ii. Laptops arrived in February
 - iii. Smartboard training
 - iv. Inventory of teaching material
 - v. KVDS participation in Edmonton
- Other
 - i. 1st aid kits have been re-filled
 - ii. Balls and games re-organized and modernized
 - iii. Joachim Moskau Preis for best book report established
 - iv. Collaboration with Students for University in Kö In
- Student Exchange
 - i. 14 participants and 2 Teachers
 - 1. July 7 – 23 in Wiesbaden
 - 2. Wiesbaden in Ottawa: Sept 16 – Oct 2
 - ii. Costs: \$2600
 - iii. March 28 last day of registration
- Summer Program 2023: 8-3/9-4 (ages 6-11,12)
 - i. 1 Teacher, 2 assistants
 - ii. July 4 – 28
 - iii. Details still being finalized with school board
 - iv. Each week a different theme; class in the mornings; activities in the afternoon

10. By-Law Changes

- Purpose of the change is to introduce staggered elections every year: elected for 2 years. That way members do not retire *en masse* and lead to a loss in Board knowledge.
- Discussion: many members indicated that the current formula was too complicated and confusing.
- Question about why we need 11 board members: it is a working board, not a strategic board. It's also a volunteer board. Also, we have 5 officers and members at large should not be able to outvote the executive.
- **Motion by Axel Rex:**
 - i. **Delay the approval of the bylaw change and come up with a wording that is more clear.**
 - ii. **Reconvene the AGM in a month (online) to look at this specific point. Just this specific bylaw change**
- **Motion seconded by Jens**

- Discussion: Several further points were discussed about the bylaw including its purpose and wording. The process and timing for revising and approving the bylaw change was also discussed. A new motion was made.
- **New Motion moved by Axel Rex:** We will not accept this bylaw change at this time; make the required amendments to simplify the wording with the outcome that the bylaw change moves us to staggered board elections of half the board members every year; send it out to the membership review and feedback for 21 days; hold an online vote.
- **Seconded by Jens Urban.**
- **All in favour with the exception of one abstention.**

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11. Elections

- Discussion that the Board cannot appoint someone to the Board.
- Klaus nominated: Thomas Oberle as Board Member today; Second: settled to Canada last year; 2 children; Unanimous; no abstentions. Thomas accepts

12. Other Matters

- none

13. Adjournment at 11:55 am.