

Fundraising Association of New Horizons School

Meeting Minutes

January 16, 2026

Meeting Called to Order: 2:37 PM

Meeting Adjourned: 2:40 PM

Hybrid In-Person (New Horizons School) / Virtual Meeting

Attendees:

FANHS Executive: Rebecca Koziak, Amanda Bullion, Eeksha Kohli-Kakkan

NHS Staff: Lori Vigfusson

Society Members: None

Guests: None

1. Meeting Called to Order: 2:37 PM.

Rebecca Koziak as Meeting Chair.

2. Determination of Quorum

Quorum was met with more than 50% of the FANHS Executive present at the meeting.

3. Adoption of Agenda

The agenda was posted online prior to the meeting.

MOTION: Eeksha Kohli-Kakkan moved to adopt the Agenda as posted.

Seconded by Amanda Bullion. Motion Carried.

4. Approval of June 04, 2025 AGM Minutes

FANHS President referenced the June 04, 2025 AGM Minutes to recognize the elected FANHS executives for school year 2025-2026.

MOTION: Rebecca Koziak moved to approve the minutes of June 04, 2025 AGM as posted.

Seconded by Amanda Bullion. Motion Carried.

5. Appointment of Interim Secretary Treasurer

FANHS President sent out a memo for FANHS members advising the appointment of an Interim Secretary Treasurer and the time sensitive nature of said matter. A copy of the memo is attached in Appendix A.

MOTION: FANHS President Rebecca Koziak motioned to nominate Eeksha Kohli-Kakkan as Interim Secretary Treasurer. With no interest received in response to the memo and no opposition from members present, Eeksha Kohli-Kakkan accepted the nomination to serve the dual interim role while a permanent replacement is actively sought. Amanda Bullion seconded the motion. Motion Carried.

6. Appointment of Signing Authority

To ensure efficient continuation of FANHS financial transactions, Eeksha Kohli is appointed as the third signing authority for FANHS. President Rebecca Koziak and Vice-President Amanda Bullion continue to remain as the signing authorities.

7. Meeting Adjourned: 2:40 PM.

DRAFT

Appendix A

Date: January 9, 2026

To: FANHS Members

From: Rebecca Koziak | President, Fundraising Association of New Horizons School

Re: FANHS Update — Appointment of Interim Secretary Treasurer

The Fundraising Association of New Horizons School (FANHS) received resignation from our Treasurer on January 7, 2026. On behalf of the FANHS Executive, we would like to thank our outgoing Treasurer, Julie Jackson, for the time, dedication, and service she has given to FANHS during her 2.5 years as Treasurer.

As the Fundraising Association of New Horizons School (FANHS), our role is to support New Horizons School by raising funds that enhance student learning and well-being. As a legal entity separate from the school, we are regulated by the Societies Act and it is pertinent that specific Executive roles are filled in order for our Association to remain active.

In consideration of Bylaw Article 4.1 Executive

a) The Executive will be composed of the following Officers and Directors:

- *Officers:*
 - *President;*
 - *Vice President;*
 - *Secretary;*
 - *Treasurer;*

**The Office of the Secretary and Treasurer may be filled by one (1) person if the membership decides so by Motion. The position will then be called 'Secretary Treasurer'.*
- *Directors:*
 - *Between zero (0) and three (3) Directors-at-large*

b) Officers and Directors are elected by the Members at the Annual General Meeting (AGM). In the event there is a vacancy on the Executive, the position may be filled for the duration of the term by election, acclamation, or appointment at any subsequent meeting of the Association.

Due to the time-sensitive nature of this matter, in accordance with Bylaw 5.1 e, FANHS will convene a meeting on **Friday, January 16, 2026 at 2:30PM** (Hybrid In-Person (New Horizons School) / Virtual Meeting—www.fanhs.ca) to appoint the current Secretary, **Eeksha Kohli-Kakkan**, as **Interim Secretary Treasurer** to ensure continuity and an efficient transition of materials. The Treasurer position is critical to the immediate operation of FANHS. Accordingly, the Executive, in consultation with School Administration, has determined the temporary appointment of the current Secretary to this dual interim role while a permanent replacement is actively sought is the most suitable immediate action.

FANHS invites active members—and individuals interested in becoming a member—who may be interested in fulfilling this role for the duration of this academic year or for the 2026/2027 term to indicate their interest by emailing president@fanhs.ca

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Rebecca Koziak

President

Fundraising Association of New Horizons School