

**WESTMOUNT CHARTER SCHOOL  
CHARTER BOARD MEETING**

**MINUTES**

**Tuesday, October 11, 2016 at 3:15 p.m.  
Board Office, Elementary Campus**

**Present:**

Amy Burns  
Graeme Finlay  
Linda Finlay  
Karen Gallagher-Burt  
Jordan Lewis  
Tun Myo  
Scott Rankin  
Kathleen Rockwell

**Not Present:**

Diane Shirra

**Administration:**

Joe Frank, Superintendent  
Johnathan Liu, Secretary-Treasurer

**Guests:**

**1. Call to Order**

The special meeting was called to order at 1520h.

**2. Agenda Approval**

*MOTION: 2016/10/11/1:*

That the Charter Board approves the agenda for the October 11, 2016 special meeting.  
Moved by L. Finlay; Seconded by T. Myo.  
Approved

**3. Minutes of the September 21, 2016 Meeting**

*MOTION: 2016/10/11/2:*

That the Charter Board approves the minutes of the September 21, 2016 meeting.  
Moved by A. Burns; Seconded by L. Finlay.  
Approved

**4. Audit Committee**

T. Myo spoke to the change in external auditor.

*MOTION: 2016/10/11/3:*

That the Charter Board approves the audit committee's recommendation to appoint MNP LLP as the independent external auditor for the 2015-16 school year.  
Moved by T. Myo; Seconded by L. Finlay.  
Approved

J. Liu spoke to the amortization policy on leasehold improvements.

*MOTION: 2016/10/11/4:*

That the Charter Board approves the Government of Alberta's amortization policy on leasehold improvements.  
Moved by T. Myo; Seconded by K. Gallagher-Burt.  
Approved

**5. Adjournment**

The meeting adjourned at 1545h.

---