

Board Meeting 2017/08

23 August, 2017 8:00 PM / Children's First Society

ATTENDEES

- Mark Owen, Eric Whitworth, Patricia Davison, Mike Harlow, Deirdre Dagar, Gene Jenks, Adam Wright, Lenora McLeod
- Regrets: Mark Sommerfeld

AGENDA

Current Business

1. Call to Order
 - Time: 8:06pm
2. Adoption of Agenda
 - Motion 170823-1 to Adopt Agenda: Mike H
 - Second: Mark O
3. Approval of Minutes – July 19, 2017
 - Motion 170823-2 to Accept Minutes: Gene J
 - Second: Mike H
4. Delegates and Correspondence: none
 - i.
5. Reports:
 - i. Executive Director's Report
 - a. September numbers – infant room very busy
 - b. Numbers to go up once school starts
 - c. School age room will be full
 - d. JK part of the preschool numbers
 - e. Infant room full at 16 (one on a wait list)
 - f. Preschool room can take 12
 - g. PS2 can take 16
 - h. PS3 is full
 - i. School agers full at 20
 - j. PD days good to go
 - ii. Chair Report
 - a. n/a
 - Motion 170823-3 to Accept Chair Report: Mark O
 - Second: Deirdre D
 - iii. Treasurer's Report
 - a. Tabling the budget until we get an office administrator...may need to tweak some things to get a better picture
 - b. Need to work on the \$60,000 deficit, adding the two northern allowances will increase it (up to \$75,000)
 - c. Deficit coming from ECP and GTC funding
 - d. Want to have a budget to present at the AGM
 - e. \$5000 from the Canada Post Community Foundation (programming \$\$)
 - f. MACA called giving \$13,000 (Resiliency in Youth)
 - g. Request to have financial details provided before the day of the meeting (Friday prior)
 - Motion 170823-4 to accept the details of the audited financial statements as provided: Mike H
 - Second: Deirdre D
 - Motion 170823-5 to Accept Treasurer's Report: Mike H
 - Second: Gene J
 - iv. Fundraising Report
 - Letters went out to companies for donations – no responses yet
 - Decorations picked out, a \$1000 budget to be reimbursed
 - Looking for a quote for catering
 - Idea of cabs provided with ticket purchase (maybe sponsored)
 - Sept 20 AGM announcement of Gala (Nov 4)
6. Strategic Plan/Action Items
 - i. Tabled to October meeting after new Board is formed

New Business

- Parent/Staff Survey Review – ready to go over, will be sent to board via email. Tabled to October for new Board to review.
- Payments – accounts connected to Patricia’s Credit Card. Eric needs statements.
- Parent Volunteer Requirements – update on discussion from previous meeting. Parents can legally buy their way out of any and all volunteer requirements. Parent document to be made available by next AGM. Patricia to get statement for the next meeting.
- Notification to parents of the volunteer hour buyout.
- Insurance Costs went up \$150.00.

Other Business

- Letter of offer for new office administrator – start date after Labour Day

In Camera

Next Meeting, August 23, 2017 8:00pm

Motion 170823-6 to Adjourn 9:28pm – Mark 0

NOTES

Sept board meeting Sept 14

AGM Sept 20