

Board Meeting 2017/10

18 October, 2017 8:00 PM / Children's First Society

ATTENDEES

- Mark Owen, Patricia Davison, Deirdre Dagar, Gene Jenks, Mark Sommerfeld, Mark Prins
- Adam Wright attending via phone
- Regrets: Eric Whitworth, Mike Harlow, Nadia Salvatera, Lenora McLeod

AGENDA

Current Business

1. Call to Order
 - Time: 8:06pm
2. Adoption of Agenda
 - Motion 171018-1 to Adopt Agenda: Mark O
 - Second: Deirdre
3. Approval of Minutes – September 14th, 2017
 - Motion 171018-2 to Accept Minutes: Adam W
 - Second: Deirdre D
4. Delegates and Correspondence: none
 - i.
5. Elections and Appointments:
 - i. Treasurer:
 - a. Nominations: Adam/Mark S nominate Deirdre / Deirdre accepts
 - Motion 171018-3 to Accept: Acclamation
 - Second:
 - ii. Secretary:
 - a. Nominations: Mark S/Mark O nominates Gene / Gene accepts
 - Motion 171018-04: Acclamation
 - iii. Fundraising Chair:
 - a. Nominations: Mark O/Mark S nominates Lenora / Lenora accepts via text
 - Motion 171018-05: Acclamation
6. Reports:
 - i. Executive Director's Report
 - a. Discussion of staggered pick up times, file organization, and AHS medical concern (dormant TB)
 - ii. Chair Report
 - a. Letter to parents summarizing AGM and introducing the board...discussion about summer withdraws and drop in options
 - Motion 171018-6 to Accept Chair Report: Mark O
 - Second: Mark P
 - iii. Treasurer's Report
 - a. Presentation of Budget – tabling the financials.
 - Motion 170914-7 to Accept Treasurer's Report: Mark O
 - Second: Gene J
 - iv. Fundraising Report
 - No report but discussion of gala and bingos
7. Strategic Plan/Action Items
 - i. Tabled to October meeting after new Board is formed
 - Discussion of adding new actionable ideas to the action plan – homework for board to think of additions – water cooler additions and storage – Mark to update Action Plan to make room for new additions

New Business

- Volunteer Requirements – Can we contact all parents and advise them of their required hours for the rest of the year. Also include all opportunities for volunteering so they know what they can sign up for. Only the gala and the craft fair remain...letter to be written by Deirdre to parents
- Parent/Employee Survey – have a quick look over and discussion – quick discussion about the positive feedback
- CFC is now open for 248 days a year, but parents only pay for 240.– looking at a schedule to raise fees
- Subsidized rate fees for Junior Kindergarten

- Staff that are eligible for the subsidized service rate do they also get the 15% staff discount, or is it just one of the options? Yes
- Cost of care per child.
- Staffing:
 - Budget does not include a team leader
 - 2 part time staff are casuals who come in and cover when full time staff have vacations or special days off.
- Analysis of Org Chart

Motion 171018-08 to accept Patricia's newly-created organizational chart: Adam W

Second: Mark P

Other Business

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In Camera

Next Meeting, AGM September 20, 2017 8:00pm

Next Board Meeting, October 18th, 8:00 pm

Motion 171018-09 to Adjourn: Adam W

NOTES