

Board Meeting 2017/05

29 May, 2017 8:00 PM / Children's First Society

ATTENDEES

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

AGENDA

Current Business

1. Call to Order
 - Time: 8:07pm
2. Adoption of Agenda
 - Motion 170529-1 to Adopt Agenda: Mark S
 - Addition to agenda: Under New Business: Board Nomination
 - Under Other Business: Lease
 - Second: Gene J
3. Approval of Minutes – April 2016
 - Motion 170529-2 to Accept Minutes: Mike H
 - Second: Deirdre D
4. Delegates and Correspondence: none
 - i.
5. Reports:
 - i. Executive Director's Report
 - a. Motion 170529-3 to Accept kitchen pay grid: Adam W
Second: Mark O
 - ii. Chair Report
 - a.
 - Motion 170529-4 to Accept Chair Report: Gene J
 - Second: Mark O
 - iii. Treasurer's Report
 - a.
 - Motion 170529-5 to Accept Treasurer's Report: Mark S
 - Second: Mike H
 - iv. Fundraising Report
 - a. Carnival theme again this year
 - b. Donation request letters ready to go out
 - c. Working on a budget for Gala – may be \$14,000
 - d. Welder's Daughter for Nov 4 (only for us as per contract)
 - e. Tax deductions for donated items
6. Strategic Plan/Action Items
 - i. Tabled

New Business

- Nomination of Lenora M by Mark S for Board Membership – accepted and passed
- Budget for Gala Decorations, games, and things to auction: \$1000.00
- Employee Grievance Procedure: motioned, approved, and official.
- PR regarding CBC article: positive press release to be issued (Mike and Gene)
- Staff Child care Rates: idea of 50% per kid for FT employees
- JK costs/setup/waitlist
 - JK is halftime, how should we charge it, and how should we handle the summer holding fee? \$375 for JK holding fee? Subcommittee formed (Mark S, Mike H, Patricia)
- Holding spots – last year we discussed having a minimum wait time of 3 months if children are removed from the centre. Do we want to actually put this in motion?
- Motion 170529-6 to put in a 3-month wait time for removed children (effective Sept 01, 2017): DeirdreD
- Second: Gene J
- Training Funds Request: struck from the agenda
- Parent/Staff Survey Review
- Payments – accounts connected to Patricia's Credit Card: Eric to look into CFC getting a credit card.
- New Child Orientation Policy: Patricia will write up an orientation expectation document.

Other Business

- Annual staff and parent surveys
- Town of Inuvik Lease: there needs to be a direct line of communication between Eric W and Patricia.
- Staff Appreciation BBQ: June 15- everyone knows what they are responsible for bringing.

In Camera**Next Meeting, June 22nd, 2017 8:00pm****Motion 170529-7 to Adjourn 10:10 pm - Mark S Second: Gene J****NOTES**