

# Children First Society

## Meeting Agenda

### August 31, 2021 at 8:00 PM

### Children First Centre

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**Directors Present:** Mike Harlow, Deirdre Dager, Stephanie Parkes, Lindsey Watt, Nadine Wagner, Lenora McLeod, Candice Layton

**Gwich'in/Inuvialuit Rep:** Vacant (ICC), Vacant (Gwich'in)

**Staff Present:** Patricia Davison

**Public Present:** Kate Leonard

**Town Rep:** Vacant

**Excused:**

**Absent:**

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## Agenda

### Current Business

1.1. Call to order at 8:07pm

1.2. Adoption of Agenda with the addition of new business 6.2 and 6.3.

**Resolution: 210831-01**

**Motion to adopt the agenda with the addition under new business**

**Moved: Lindsey Watt**

**Seconder: Deirdre Dager**

**Carried: Yes**

### Approval of Minutes

1.3. June 2021

**Resolution: 210831-02**

**Motion to adopt the June Minutes**

**Moved: Mike Harlow**

**Seconder: Deirdre Dager**

**Carried: Yes**

### Delegates and Correspondence:

1.4. Letter from Deirdre: Stating that she will not be seeking re-election for a board position after the AGM in September.

1.5. Letter from Dan Heilbrunn: Regarding fox issues on the playground.

Patricia has contacted the Environmental Health officer to see guidance.

Will follow up with Dan after we receive guidance.

### Reports

1.6. Executive Director's Report

1.6.1. COVID-19 updates

1.6.2. Incident Report- 2 children were left on the playground in July.

Patricia did all of the necessary follow up, re-training, etc with the staff to help prevent further incidents.

1.6.3. We have a few staff who will be leaving in the near future. Patricia is doing interviews currently to fill positions.

1.6.4. For the next meeting we will discuss spaces for the center.

1.7. Co-Chair Report

There is nothing to report at this time.

1.8. Treasurer's Report

1.8.1. Audit: The audit reads similar to previous years. Nothing stands out as out of the ordinary.

1.8.2. We are still waiting on a few Contribution agreements to be paid out to us, which is part of why our current deficit appears higher than usual at this point in the year.

**Resolution: 210831-03**

**Motion to approve the treasurer's report as presented**

**Moved: Mike Harlow**

**Secunder: Lindsey Watt**

**Carried: Yes**

1.9. Fundraising Report

1.9.1. Gala Committee: Had a meeting in June. They have an upcoming meeting this Thursday to discuss the theme as well as working on donation lists.

**Strategic Plan**

1.10. Schedule of Review

1.10.1. Section 2 - March 2021- Completed

1.10.2. Section 3 - June 2021- Completed

1.10.3. Section 4 - September 2021

1.10.4. Section 1 - December 2021

**New Business**

1.11. Preparing for Annual General Meeting: AGM will be on Sept 28, 2021.

The AGM notice has been posted. We will send out an invite to the MLA's.

1.12. Harassment Policy Review: Board members are asked to review the lawyer's comments on the Harassment policy before the next board meeting so that we can discuss and work on the policy for the next meeting.

1.13. Kate is here observing as a potential new board member.

**Action Item Update**

1.14.

1.15.

**Next Meeting(s)**

September 21, 2021 at 8:00 PM

September 28, 2021 at 8:00 PM - Annual General Meeting

**Motion to go In-Camera**

**Resolution: 210831-04**

**Motion to go in camera**

**Moved: Mike Harlow**

**Secunder: Deirdre Dagar**

**Carried: Yes**

**Resolution: 210831-05**

**Motion to go out of camera**

**Moved: Mike Harlow**

**Secunder: Deirdre**

**Carried: Yes**

**Resolution: 210831-06**

**Motion to approve the Executive Directors salary grid as purposed**

**Moved: Mike Harlow**

**Secunder: Stephanie Parkes**

**Carried: yes**

**Resolution: 210831-01**

**Motion for the Children First Society to enter into a new contract with the Executive Director for the 2020-2022**

**Moved: Lenora McLeod**

**Secunder: Deirdre Dagar**

**Carried: Yes**

**Motion to Adjourn at 10:23pm**

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**Action Items:**

**Dec #01:**

**Dec #02:**

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**Follow up items:**

- Letter to Aurora College
- Yukon University
- Marketing Plan
- Landscaping
- Letter to TOI