

Bright Starts Cooperative Early Learning Centre Board Meeting

Tuesday, July 28th at 6:45pm

Chairperson: Jennifer Bleakney

On Minutes: Phil Boyle

Meeting by Videoconference

Minutes

Attending: Jenn Bleakney, Rob Reid, Robi Vanos, Marina Ivanova, Stacey Reid, Kari Raif Sura, Mary Robinson, Owen Gallupe, Phil Boyle, Veronica Micheal, Edwin Ng, Tetyana Richert, Karen Hinnigan

Regrets: Nomair Naeem

Meeting called to order at 6:50pm

Motion to approve the agenda

Discussion to amend meeting to include notice to board of executive meeting of July 9th, 2020.

Amended motion moved by Mary

Seconded by Owen

All in favor, none opposed, no abstentions

Motion carried

Motion to approve minutes of July 6th, 2020

Moved by Phil

Seconded by Veronica

Eight in favor, none opposed, 2 abstentions

Motion carried

Notice to board of Executive Meeting of July 9th, 2020.

JB updated the board of the executive meeting that occurred on July 9th, 2020. Two motions were carried at this meeting: 1) to reopen Bright Starts on July 20th, 2020, and 2) to reinstate all returning staff to their salary equivalent to prior to closure.

Executive Director's Report

SR updated board on application for sustainability funding that went in two weeks ago. Things are a bit unclear about the sustainability funding right now but we reconciled about 210k so they will balance that against other funds to see if we are over or under. But we did spend what we were supposed to spend, so that is good. The goal of the region seems to be that they will see what we spend per month, offset that with revenue, and pay the difference, but the calculations aren't totally clear.

SR updated the board on rent with UW. UW let us defer 50% off April, May, and June rent, but only for two portions of it (basic rent and additional rent), not capital maintenance. UW has now asked for a repayment plan. SR suggest we can pay that back in Oct, Nov, Dec, this year when the sustainability money starts flowing. Fees will also be consistent in October. SR thinks the university would accept that plan and not charge interest.

SR updated board on health and safety inspection that occurred just prior to reopening. Inspectors went through all programs and gave some feedback like removing some books that aren't easily cleanable. We have made those changes. The inspector really liked our pick-up and drop-off window. She will come back and do a food inspection eventually.

Three children have gone for COVID-19 testing since reopening. All were symptom free.

SR updated board on a family that withdrew because of policy for staff wearing masks. The policy is that staff will wear masks when it is not possible to maintain physical distancing. Our in-class numbers are really low right now so staff aren't necessarily wearing masks all the time but they may closer to the fall. Masks aren't worn full-time in childcare centers even in the emergency care centers. Board members agreed that policy was clear, but this parent was just not happy with the policy. This was a family that had been with the center for a long time and it ended on a happy note.

Ministry has released new reopening information, the most important is that cohort sizes can increase to 15. It will be better to do that in September after Labour Day. There was also further guidance around washrooms, in particular that partitions need to be higher, and we can move to an online screening tool now, perhaps HiMama.

Infrant room can now go to 10 children. Toddlers are up to 15 but SR recommending that they stay at 10. Preschool can go to 15 so we will need to recall 5 more staff. With parents still not being permitted and screening being done, we are still going to require extra staff. We should keep our care windows and hours reduced.

Discussion of infant/toddler room: one infant room is being used as a toddler room during COVID-19. SR recommends that we keep this room as a toddler room in the future. We usually have 15 toddlers in each room, and that is a lot for our staff. It would be nice to keep them in groups of 10 by using an infant room. We are down 10 infants during COVID-19, and with the change to parental leave to 18 months there is less demand for infant spaces. It might impact our revenues but not a whole lot since infant rooms are expensive to run.

Team supervisor roles need to change as they can't bounce around cohorts as before. Perhaps they could be a part of a cohort for each week and then move to another cohort. If we change an infant room to toddler, we could probably have the toddler supervisor take over infant, and that is difficult because someone is in that role and there might be challenges with that. This wouldn't be until September.

Question about long-term financials of switching a room from infant to toddler. Impact would be minimal, in fact the center may save on staff salary and benefit, and we would make more revenue with a toddler room, but it would be a small change.

The annual membership fee will be due in September

Treasurer's Report

MI reports a net loss in June of 80k due to no revenue but everything else is as expected.

Committee Business/Updates

JB reminds board and Staff Appreciation Committee that ECE Day is October 22nd. This should be on our radar as it is an important date. We also typically sent out a poll to families about joining committee positions, maybe we can do that in September/October.

Determination of next meeting

The next meeting will be August 18th, 2020.

Regrets for next meeting

None

Feedback

None

Good news roundtable

Veronica had twins!
Karen very happy to see kids back in the building
Robi returned to work and Remi turned one

Motion to adjourn meeting

Moved by Phil

Seconded by Rob

All in favor, none opposed, no abstentions

Motion carried

Meeting adjourned at 8:03pm