

Bright Starts Cooperative Early Learning Centre Board Meeting

Tuesday, November 20, 2018 at 6:45 pm

Bright Starts Cooperative Early Learning Centre

Chairperson: Scott Leatherdale

Agenda

In attendance: Alex Zorzito, Jennifer Bleakney, Lindsay Ford, Jessica Lang, Jennifer Tung, Karen Hinnigan, Kathy Sheridan, Kelly Tunney, Leanne Varey, Mark Stuart, Mahyar Shafil, Nomair Naeem, Scott Leatherdale, Stacey Acker, Stacey Reid

Regrets: Amina Gilani, Nadia Martin, Tetyana Reichert

On minutes: Stacey Acker

*** Please note that all relevant documents listed below for this meeting are located in the November 2018 Board of Directors Meeting folder ***

6:45 Approval of Agenda (2 minutes) – Scott

6:47 Approval of October Minutes (2 minutes) – Scott

6:49 Executive Director’s Report (10 minutes)

- *Motion: To set the date of Friday, April 13, 2019 for the Staff Professional Development Day.* Rationale: The Centre will be closed that day. This date has been suggested to coincide with a PA Day for the Public and Catholic school boards. This may make alternate childcare arrangements easier for parents who have older children (one day instead of two separate days).

6:59 Treasurer’s Report - Mark (30 minutes)
Presentation and discussion of proposed budget

7:29 Committee Reports (15 minutes)

7:31 Parent Communications - Lindsay (2 minutes)

7:33 Fundraising – Amina (2 minutes)

7:35 Health & Safety – Alex (2 minutes)

7:37 Personnel and Policy – Stacey A (2 mins)

7:39 Staff Engagement - Scott (5 mins)

7:41 Benefits and Compensation Committee – Kelly (2 mins)

7:43 Review of Action Items from Last Meeting (3 min)

**** Please note: Only the status of the items below will be discussed. The last updated status (if any) is listed below. Any additional items/ideas/points for discussion should be brought up in the time allotted for New Business/Items for next agenda ****

1. All new board members must submit their police records check to the main office at Bright Starts by June 15, 2018.
 - In progress. One more to go
2. A motion will be prepared for next meeting to add books to the budget. Stacey R /Mark will come up with an estimate.
 - On hold until next budget preparation period in October.
3. Organize a book drive.
 - In progress. Fundraising committee has scheduled it. The classroom grant applications should go out after this so that book needs can be accurately represented.
4. Amina will follow up with eventbrite to see if there are any options to save fees. Perhaps there are options for a charitable organization.
 - In progress

7:46 New business for next meeting (December 18, 2018?) (3 minutes)

7:49 Regrets for next meeting (December 18, 2018?) (1 minute)

7:50 Feedback (from feedback box and online feedback form) (5 minutes)

7:55 Good news roundtable (5 min)

Share any good things that have happened or any good news you have!

8:00 ADJOURNMENT