



Peace River Child Care Association

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Monthly Board of Directors Meeting Minutes In Person & Via Zoom

December 5, 2023
 7:00 p.m.

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| Meeting Attended by: | Ashley Stone, President Alysia Young, Vice President Sandra Doll, Treasurer Tina Tameta, Secretary | Reva Elmhurst Maymoona Abdi Janelle Trevena Allison Nichols Chase Milligan |
| Absent: | Gaylene Whitehead | |
| Guests: | Gayle MacDonald | |
| Order | The December 5, 2023, Peace River Child Care Association Board Meeting was called to order by Ashley Stone at 7:02 p.m. | |
| Agenda | MOVED by Tina Tameta and seconded by Maymoona Abdi to accept the December 5, 2023, PRCCA Board Meeting Agenda as presented. CARRIED. | |
| Minutes | MOVED by Reva Elmhurst and seconded by Alysia Young to accept the November 7, 2023, PRCCA Board Meeting Minutes as presented. CARRIED. | |
| Financial Update | <p>a. October 2023 Financials Ashley Stone reviewed financial statements from October 2023. The daycare brought in \$4300 in fundraising. There were expenses from the 50/50 raffle with \$5900 going to the winner and \$800 towards Rafflebox fees. The wage top-ups were the same and there were more infants registered than expected. There was a mortgage payment of \$3800 towards interest and \$2100 towards the principal while the bank account made \$6 in interest. There was an overall loss of \$7000 this month a lot due to getting new rooms ready for the next month. There was a \$27,000 deficit in the quarter with a surplus of \$41,000 due to fundraising.</p> <p>MOVED by Chase Milligen and seconded by Sandra Doll to accept the October 2023 Financials as presented. CARRIED.</p> | |
| Old Business | <p>a. Fundraising Subcommittee Update</p> <p>Super Cash Raffle Winners A woman from Spirit River won \$10,000.</p> <p>Chase the Ace Fundraiser</p> | |

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| | <p>Alysia Young outlined the details with this fundraiser. The rules from raffles over \$20,000 are very different and there is some confusion in the application. The application must state the amount of tickets expected to sell. Once the fundraiser starts approaching a \$1 million prize, there are other requirements such as a raffle manager. Other details shared included an exit strategy: on the night of the draw, tickets will continued to be picked until the ace is picked. The winner has to be there within 10 minutes to claim prize, otherwise there will be another draw. There needs to be at least 2 witnesses seeing card get torn up after the draw. Two board members need to sign the picked cards to prove there weren't any swaps. Only those who are 18 and above can participate. The board will keep a record of the cards picked. Alysia will call to confirm if board members can participate. The fundraiser is set to begin February 7, 2024 and there will need to be a training for the board and volunteers to go through the procedures. Lastly, there can be no advertisements for the event until its approved.</p> |
| <p>New Business</p> | <p>a. Parent Meeting The Parent Meeting is tentatively scheduled for Tuesday, January 30, 2024 at 7pm. A later date would allow for parent training for Chase the Ace.</p> <p>b. Parent Bonds The volunteer bonds will be changed to quarterly volunteer fees of \$125 per quarter. Any fundraising done by a parent can be pushed to the next quarter if it exceeds the amount of \$125.</p> |
| <p>Reports</p> | <p>a. Daycare Report Gayle MacDonald presented the daycare report to the board.</p> <p>There have been no new hires and the daycare will be losing MacKenzie at the end of the month. She may come back in June and there is a possible new hire from Edmonton.</p> <p>First Aid training will be on December 9 and 10 from 9-5pm each day for those taking the course for the first time.</p> <p>A new contract with the government has been finalized and will come to effect March 31, 2025. Top-ups for the daycare have increased. For example: infant top ups have done from \$635 to \$883, meaning those who have full subsidy will only pay \$17 a month. There will be no additional changes/top-ups for part-times, OSC and preschool.</p> <p>Telus sent an email offering hubs to increase internet strength in the building for \$15 per access point for month. Reva Elmhurst motioned to avail Telus offer, Chase Milligen seconded. MOTION CARRIED.</p> <p>Tony's bill has been paid and Avery received release time funding. The daycare closing date has changed to being closed from July 29 and opening again on August 12.</p> |

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| | MOVED by Chase Milligen and seconded by Allison Nichols to accept the Daycare Report as presented. CARRIED. |
| Next Meeting | Regular monthly meeting – Tuesday, January 9, 2023, at 7:00 p.m. Board members are encouraged to attend in person. Zoom will be available. |
| Adjournment | Ashley Stone adjourned the meeting at 9:33 p.m. |
| | Minutes Recorded by Tina Tameta |