



# Peace River Child Care Association

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## Monthly Board of Directors Meeting Minutes In Person & Via Zoom

June 4, 2024  
7:00 p.m

<b>Meeting Attended by:</b>	Ashley Stone, President Alysia Young, Vice President Tina Tameta, Secretary	Reva Elmhurst Maymoona Abdi Janelle Trevena Allison Nichols Max Shannon
<b>Absent:</b>	Sandra Doll, Treasurer Chase Milligen	
<b>Guests:</b>	Gayle MacDonald	
<b>Order</b>	The June 4, 2024, Peace River Child Care Association Board Meeting was called to order by Ashley Stone at 7:07 p.m.	
<b>Agenda</b>	MOVED by Janelle Trevena and seconded by Reva Elmhurst to accept the March 5, 2024, PRCCA Board Meeting Agenda. CARRIED.	
<b>Minutes</b>	MOVED by Alysia Young and seconded by Tina Tameta to accept the May 7, 2024 PRCCA Board Meeting Minutes. CARRIED.	
<b>Financial Update</b>	<p><b>a. April 24 Financials</b></p> <p>i. Ashley Stone reviewed financial statements from April 2024. Parents fees were good this month. OSC and preschool were not full during this time margins were lower than expected. Wage top ups were a lot lower than expected at \$1091. Ashley will double check with Michelle to ensure it is not incorrect. WCB was higher than budgeted, as well as child office supplies due to a big order for the daycare. Staff training was also higher due to CPR training. Insurance was paid in April with a premium of \$18,584. A sum of \$5062 was made through fundraising, with \$413 of expenses, including the Chase the Ace payout.</p> <p>MOVED by Max Shannon and seconded by Janelle Trevena to accept the April 2024 Financials as presented. CARRIED.</p>	
<b>Old Business</b>	<p><b>a. Fundraising Subcommittee Update</b></p> <p><b>Chase the Ace Fundraiser</b></p>	

	<p>Alysia Young gave an update on the fundraiser. It is currently Week 15 of the fundraiser with 16 cards left. The current weekly winner is at \$1777, with \$4443 going towards the daycare. There has been \$8800 of total sales.</p> <p><b>Teddy Bear Picnic</b> The picnic will be next Thursday the 13<sup>th</sup>. Brent from Freson's will be away but has arranged for the following donations: hot dogs, veggie dogs, water, juice boxes and vegetables. Combos will be created for better value. Reva will bring extra coins for the float.</p> <p><b>Treasurer Position</b> Sandy will be resigning at the end of June.</p> <p><b>Signing Authority</b> There needs to be 2 people added for signing authority, including the new treasurer. Janelle Trevena volunteered to be added.</p>
<b>New Business</b>	<p><b>a. Audit Meeting June 11<sup>th</sup>, 2024 at 5:30pm</b> The meeting will take place at Invision accounting in person. All members are encouraged to attend in person.</p> <p><b>b. Educator's Child Care Expenses</b> With lots of staff coming back from maternity leaves, there is a financial worry about free childcare for the staff. By September, there is a proposal to pay only half. The daycare had only incentivized to pay for the full fee because previously the fee was doubled due to less funding. Paying half will remove the issue of paying income tax. The staff should need given 3 months notice regarding any changes. Ashley will send an email to voice vote tonight.</p> <p><b>c. Educator's School Fees</b> Many educators want to continue their education. Gayle questioned whether there should be a cut off and how many. In September, the following will be continuing education: Tammy, Rowena, Avery, Francine &amp; Jordana.</p> <p><b>d. Gayle's Review Date</b> Alysia and Ashley will set up a time for this.</p>
<b>Reports</b>	<p><b>a. Daycare Report</b> Gayle MacDonald presented the daycare report to the board. The daycare has a total enrollment of 145 children. Mulu was hired a summer student to replace Replace, Ayshia was replaced by Phoenix and both Bobbie and Dakatoa are part time. There was an FRN training for the staff "Kids Have Stress". One June 1, there will be a conference in Grand Prairie. The OSC playground renovation is underway with the moving of gates. The last educator's meeting until after summer will be on the 18<sup>th</sup>. On June 10<sup>th</sup>, there will be a preschool informational session and the preschool graduation will be on June 6.</p>

	<p>MOVED by Tina Tameta and seconded by Allison Nichols to accept the Daycare Report as presented.</p> <p>CARRIED.</p>
<b>Next Meeting</b>	<p>Regular monthly meeting – Tuesday, July 9, 2024, at 7:00 p.m.</p> <p>AGM — June 17<sup>th</sup>, 2024</p> <p>Board members are encouraged to attend in person. Zoom will be available.</p>
<b>Adjournment</b>	<p>Ashley Stone adjourned the meeting at 8:19 p.m.</p>
	<p>Minutes Recorded by Tina Tameta</p>