



## Peace River Child Care Association

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

April 2, 2024  
7:00 p.m.

<b>Meeting Attended by:</b>	Ashley Stone, President Alysia Young, Vice President Sandra Doll, Treasurer	Reva Elmhurst Maymoona Abdi Allison Nichols Chase Milligen Max Shannon
<b>Absent:</b>	Tina Tameta, Secretary Janelle Trevena	
<b>Guests:</b>	Gayle MacDonald	
<b>Order</b>	The April 2, 2024, Peace River Child Care Association Board Meeting was called to order by Ashley Stone at 7:02 p.m.	
<b>Agenda</b>	MOVED by Chase Milligan and seconded by Max Shannon to accept the April 2, 2024, PRCCA Board Meeting Agenda. CARRIED.	
<b>Minutes</b>	MOVED by Reva Elmhurst and seconded by Chase Milligen to accept the March 5, 2024 PRCCA Board Meeting Minutes. CARRIED.	
<b>Financial Update</b>	<p><b>a. February 2024 Financials</b></p> <p>i. Ashley Stone reviewed financial statements from February 2024. There was an increase in income compared to January 2024, this is due to the Daycare being at full capacity. Wage top-ups were lower because of the fewer amount of level threes. Daycare fees are more than covering wages. There was a total of \$1300 of fundraising revenue from "Chase the Ace" in February. Overall, there were really good margins for the month. There was a \$25,000 surplus, this is mainly due to a higher number of level 1 educators. This will not likely continue as the staff will have increased wages in April.</p> <p>ii. Suggestions were made to look into some short term GIC investments to accrue interest. This can be discussed with our accountant at the time of our annual audit. Sandra will also call Anne George from ATB to get more information. Will also double check our bylaws to see if there is anything preventing the daycare from investing.</p> <p>MOVED by Chase Milligan and seconded by Sandra Doll to accept the February 2024 Financials as presented. CARRIED.</p>	
<b>Old Business</b>	<b>a. Fundraising Subcommittee Update</b>	

	<p><b>Chase the Ace Fundraiser</b> Alysia Young gave an update on the fundraiser. The brewery has started to plan more events on the same days as the fundraiser to garner a larger crowd. We have paid out over \$800 to the weekly winners so far and the progressive Jackpot is currently over \$1200. Total revenue to the Daycare is Currently \$2006.</p> <p>Possibly need to look into putting out a radio ad to boost attendance. Boosting the facebook add did not bring more people in.</p> <p><b>Purdy's</b> Gaylr MacDonald updated on the Easter Purdy's fundraiser. We raised \$500 this time</p> <p><b>Bacon</b> We sold 130 boxes of Bacon this time, 10 more than last time. Total amount raised is \$2470</p> <p>We will need 4 volunteers to sort bacon on April 11<sup>th</sup>, Ashley will send out a Procure message with a sign up sheet on Thursday.</p> <p><b>Insurance Providers</b> Alysia provided an update on insurance quotes. Cooperators sent back 2 quotes for insurance, one for \$10,000 and another for \$15,000. The difference has to do with how much overland flooding and sewer backup coverage we would have. Still waiting to hear back from Roger's in Red Deer, they are to get back to Alysia this week. Our current provider has not responded or given the renewal information. The current insurance contract expires end of April.</p> <p>Alysia will send out the insurance quote information to the board so we can make a decision on which provider/coverage to go forward with. An email vote will take place as soon as we have all the quote information</p>
<b>New Business</b>	<p><b>a. Teddy Bear Picnic</b> Reva spoke with Brent at Freson's, he said to email him with what we require for the picnic. Reva will contact Lindsay from the FRN to go over what would be acceptable as snacks to go with the hot dogs and veggie dogs. She will then email Brent with the information.</p>
<b>Reports</b>	<p><b>a. Daycare Report</b> Gayle MacDonald presented the daycare report to the board. The daycare has full numbers in all rooms except OSC and Preschool.</p> <p>One staff member has moved and one is still away and hoping to come back soon. She is interviewing one candidate this week.</p> <p>The FRN behaviour presentation is complete for the 3's, 4's and OSC groups. The information was sent to licensing and now our non-compliance has been completed.</p>

	<p>There was some interest in becoming an ECE from the Career fair at the high school. These students will need to wait until they are 18 before they can work at the daycare.</p> <p>The daycare is in need of 2-3 new washer/dryer combos. There are some at Home Depot for \$1594 + GST. Gayle will check with a plumber to see if we can replace the wash sink with a 3<sup>rd</sup> W/D combo to accommodate the daycare's laundry. Gayle also inquired if we had parents volunteer to pick up the W/D's at Home Depot would it go towards their volunteer commitment. The board agreed that it would.</p> <p>Chase Milligan made a motion to purchase 2 Washer / Dryer combo's from Home Depot for the approximate price of up to \$3500. Also to have parent volunteers pick up the Washer / Dryer combos from Home Depot and deliver to the Daycare. Seconded By Allison Nichols. No opposition to the motion, Motion was carried.</p> <p>MOVED by Max Shannon and seconded by Sandra Doll to accept the Daycare Report as presented. CARRIED.</p>
<b>Next Meeting</b>	<p>Regular monthly meeting – Tuesday, May 7, 2024, at 7:00 p.m. 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 Ashley Stone</p>