



Peace River Child Care Association

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Monthly Board of Directors Meeting Minutes In Person & Via Zoom

August 8, 2023
 7:00 p.m.

Meeting Attended by:	Ashley Stone, President Alysia Young, Vice President	Allison Nichols Reva Elmhurst Chase Milligen Tina Tameta, Secretary
Absent:	Stephanie Millie, Gaylene Whitehead, Maymoona Abdi, Sandra Doll, Janelle Trevena	
Guests:	Gayle MacDonald, Corinna Williams	
Order	The August 8, 2023, Peace River Child Care Association Board Meeting was called to order by Ashley Stone at 7:00 p.m.	
Agenda	MOVED by Allison Nichols and seconded by Chase Millegen to accept the July 4, 2023, PRCCA Board Meeting Agenda as presented. CARRIED.	
Minutes	MOVED by Reva Elmhurst and seconded by Corina to accept the August 8, 2023, PRCCA Board Meeting Minutes as presented. CARRIED.	
Financial Update	<p>a. June 2023 Financials Ashley Stone reviewed financial statements from June 2023. Government funding and wage top-up is higher. WCB is higher than budgeted. Maintenance and child supplies is also high. Wages are lower than budgeted due to less staff. Accounting bills are paid for the year. \$77.44 deficit total. There has been a donation of \$254, including \$50 Super Cash donation and \$150 bottle donation.</p> <p>MOVED by Corina and seconded by Tina Tameta to accept the June 2023 Financials as presented. CARRIED.</p>	
Old Business	<p>a. Fundraising Subcommittee Update</p> <p>Upcoming Fundraisers Allison Nichols provided an update on the Fundraising Subcommittee. It is confirmed than a parent can chair the subcommittee. Ashley Stone will send an invitation for any parents interested in joining through Procure.</p> <p>Back to School BBQ</p>	

	<p>Booked for September 8 2023 from 4:30pm-7:00pm. 50/50 tickets are not yet printed out. There was a suggestion to use Rafflebox instead of physical tickets. AGLC paperwork still needs to be done.</p> <p>Toy Bingo / Spaghetti Fundraiser Booked for September 23, 2023. Need ideas for prizes as well as set amount of money used for prizes. There are talks of Boston Pizza sponsoring food supplies. Event can be advised for Peace Country Radio for free. There was a suggestion to send a Procure message for parents to donate prizes. Cora suggested using EventBright to sell tickets.</p> <p>MOVED by Allison Nichols and seconded by Reva Elmhurst to accept the Fundraising Update as presented. CARRIED</p> <p>b. Insurance update Ashley Stone updated the board on the status of the insurance renewal. The insurance company wants to see a change in the child guidance handbook. There possibly needs to be a separate handbook for abuse, though it has already been updated by Ashley Stone. Alysia Young will review this.</p> <p>c. Mortgage Renewal and Lump Sum Ashley Stone reported \$6000 will be required for the mortgage with the new interest rates.</p> <p>d. Board Gathering Date Based on feedback from members, the gathering will be at the end of August. Ashley Stone will email everyone with updates on final date.</p>
New Business	
Reports	<p>a. Daycare Report Gayle MacDonald informed the Board that each room is maxed out. There are 5 new hires: 1 level 3, 2 level 1, and 2 are working on their certifications. The new OSC/Preschool space needs 2 bulletin boards ordered and furniture hasn't been delivered yet. Childcare Connect is causing holdup on licensing as there is address confusion.</p> <p>i. Staff Wages No updates on wages until new rooms are open.</p> <p>MOVED by Allison Nichols and seconded by Reva Elmhurst to accept the Daycare Report as presented. CARRIED.</p>
Next Meeting	<p>Regular monthly meeting – Tuesday, September 5, 2023, at 7:00 p.m. Board members are encouraged to attend in person. Zoom will be available.</p>

Adjournment	Ashley Stone adjourned the meeting at 8:48 p.m.
	Minutes Recorded by Tina Tameta