



**A Bright Beginning Daycare Society - Annual General Meeting (AGM)**

March 26, 2024, at The Daycare Center

**Call to Order:** 1740hrs

**Attendees**

Aaron Perkins	Jessica Gauthier	Emily Bannister
Denise Morgan	Bailee Neighbour	Robyn Sloboda
Mars Agyapas	Jacinna Taylor	

**Initial Business:** Agenda adopted by all and minutes from February 27, 2024, accepted by all.

**Director Day-to-Day**

- Some staff changes, but things overall are going smoothly. Denise read highlights prepared by Kim (kitchen staff) and staff from each room. Some highlights included staff pay raises, use of Storypark, family involvement, teamwork, supportive management, being selected to take part in the Digital Story. Challenges included staff changeover, many new children to get to know all at once, behavioural challenges, communication challenges between staff, and daily staff illness/absences.
- Mars summarized challenges and highlights from the school-age program. Highlights included successful opening of new programs, wage increase for staff, family relationships, development of relationships with school staff, taking part in Digital Story, use of the living wall, collaboration time. Challenges included classroom setup (lack of bathrooms in classroom), building relationships with some school staff, coming up with strategies to support children with difficult behaviours, and the pressures involved in initial startup of new programs.

**Monthly Reports:**

- **Treasurer's Report** – the daycare continues to have large amount sitting in bank account as many sources of funding came in all at once. The new bookkeeping system should help provide more clarity in amounts in and out on a monthly basis.

- **Fundraising Report** – had a smaller amount from the Purdy’s fundraiser that Christmas (about \$500 total), but that will help with arts and crafts supplies. Denise will send out an email regarding sign up for the summer casino fundraiser.
- **Maintenance and Repairs** – the dryer did not end up needing to be replaced, just cleaned with a shop vac.
- Denise approached the board about employee discounts for child care fees, which have been in place for past few years. The board agreed that leaving the discount in place is beneficial for staff retention.
- Summer closures – the daycare must collect the same fees as usual, regardless of the closure, due to the government grant contract. Many staff would like to continue to work regardless, and some want to work extra hours, so will be paid as such.
- Denise would like to have board meetings to other centers once throughout the year; the board agreed it would be great to see other programs and spaces.
- Change in leadership team – Satinder from the Avondale School Age Program has been approached to step into a half-time role as part of the leadership team. He will take on some of Leanne’s responsibilities, and act as a support for Mars.
- Large purchase for Baby and Tot play yard – quote given for sandbox, climbing structure (\$2800), as well as a lego table (\$425) and cubbies (\$2075) for Roy Bickell, and shelf for Montrose (\$2150). Board will vote via email once final quote comes in.
- Denise has approached the school board about another classroom at Roy Bickell, but no word back yet.
- Denise is still working on the wage grid following last meeting.
- Digital Story – everything went well despite some early nerves. Denise, Aaron, and leadership team all spoke, then the team went into the baby room and talked about planning and experiences, then moved to the Tumbling Tots, then to the Avondale and Montrose school age programs. The leadership team will get a preview of the digital story in a couple weeks and will get a chance to help edit.

### **Daycare Board Operations (Chair/Co-Chair)**

- Denise would like to propose three professional learning days per year on a Friday, including one in the fall, one during summer closures. This time will work on staff wellness, teamwork, and communication. **Aaron motioned that the daycare center establish three days per year for staff development/team**

**building days to be determined by the director and/or designates, seconded by Emily, with the amendment that one of those days will happen during the summer closures. All were in favor.**

- Aaron will likely be retiring as chair this year; Cait is willing to step in until such time as new elections take place.
- The board voted for 2024-2025 board positions below:
  - Chair: Aaron Perkins
  - Co-Chair: Caitlyn Dickson
  - Secretary: Jessica Gauthier
  - Co-Secretary: Robyn Sloboda
  - Treasurer: Danica Demers
  - Members-at-large: Emily Bannister, Amber Anderson, Bailey Neighbour, Jacinna Taylor, Cathy Johns, and Amy Cochrane

**Next Meeting Time:** April 30<sup>th</sup> at 1730hrs at the Daycare Center

**Meeting Adjourned at:** 1856hrs