



**Board Meeting March 19, 2020  
Town Council Chambers  
Agenda 2.0**

- 1. Call to Order: 7:00 PM**  
**Meeting Protocol**
- 2. Approval of agenda**
- 3. Approval of Minutes of February 20, 2020**
- 4. Operations Update**
  - a. Status of operations (business continuity, closure, staff, parents/children)
  - b. Financial Update – Audit approval
  - c. Client numbers at closing
  - d. Insurance
- 5. Business Arising**
  - a. Construction Summary – February
  - b. Construction Schedule – impact of Covid 19
  - c. Utility Connections
  - d. Public relations – Community Information Night
- 6. New and unfinished business**
  - a. Grants – Shell/CFLSA/Social Innovation etc
  - b. Recruitment/Training Strategy – approval from Minister’s office
  - c. LRSD transition agreement
  - d. Operating Budget 2020
  - e. Policy – Board Recruitment
  - f. Vision and Mission
  - g. Annual General Meeting
  - h. M.D. Open House – March 12 - Report
- 7. Round Table**
- 8. Date for next meeting – April 16, 2020**
- 9. Adjournment**

Don, Dylan, Brian H, Brian M, LoV, Christy, Scott, Laurie, Ola, Steph, Lacey, Kathryn  
Wendy 6 board mems

## PCCELC - Mar 19/20

1. Don → 7:04 PM

2. Brian M - As pres → Carried Motion ELC - 2020 - 017

3. Katherine → As presented ELC - 2020 - 018

4a) Don → Need to see how going forward w/ Centre closed

- Notif. <sup>parents</sup> staff of closure bef closure / parents <sup>approval</sup> auth. by Board

- ↳ Board said within bounds, no apology needed

↳ Gov. takes precedence

- LoV → Notif. should come from Board going for.

- Steph → Were setting up for school this month → 55 enrolled

- " → What to do for parents? Refund? → Would be \$6,000 credit

- Family Out Credit dist. in pkg

- Don → Minister direct should refund

↳ Board felt should do refund

- LoV → Credit could be incentive to come back

↳ David → Families may need money

- Board disc refund vs credit

- Brian M → Could give parents choice

↳ Wendy, others agreed to give choice

- Motion → Give option to give refund / hold credit for existing families → Scott

↳ Have director contact families → Amended by Don ELC - 2020 - 019

↳ Brian / Christy opposed Carried

- Steph → Will receive same amount of subsidy and top-ups for April → Minister

- Payroll Summ reports dist

- Steph → How to pay staff for March?

- Don → Council agreed to pay all staff mov. forms

- Brian M → EI sub. may will be coming from Fed in 2 weeks +

- Staff will be paid for sch. hours

- Board disc payroll <sup>chall.</sup> for staff salary continuance

- Brian M → Steph could assign hours that would've been worked

- Steph → Still working on training

- Board → ask staff for input
- David → Need to help emp now → Cannot wait / uncert on funds / programs
- Need to pay staff, hour backs
- Lacey → What will staff do for work?
- Steph → Can / Arr doing PD from home
- Gov giving same payments as received in Feb for March → LoV
- LoV → Keep wages in place until March, need people when doors open
- Don → Go to Mar 31, let Steph doc <sup>norm. rate</sup> hour schedule <sup>April 4th</sup>
- Scott → Madson → March staff <sup>evaluate</sup> was to <sup>as required</sup> Mar 31st, re-evaluated later date  
↳ Meet on March 31st to review pay → Amend by Brian M <sup>structure</sup> 020
- ~~Madson → Has meeting on Mar 31st to re-evaluate wage → Brian M~~
- Will monitor sit, call meeting as req → Don  
↳ Will need meeting if not resolved by Apr 4th
- LoV → Canyon proc. in sim fashion

#### 4b) Audit

- Wendy disc audit results
- Audit <sup>results</sup> disc in agenda package
- Wendy → Seems in order
- Scott → Madson → Audit firm <sup>statements</sup> as presented → Carried 021
- Now public info. → Audit stak. → David
- Bal / Profit / Loss disc in pkg
- Board disc financial statements
- Centre showing profit
- Kathryn → Madson → Fin st. as presented 022

#### c) Insurance

- David → Ins paid for coming year
- Const Summ) Brian M → Virt meetings
- Sites had no interruptions
- Brian pres overview of meeting
- Still prog smoothly

- LeV → Dir of PW asked prepared he placed on SCATA system

- Milton → Brian report on info → Lacey

023

Comm Sch take, can of

- Don → Comm Indiv Niscol postponed, will be re-sch.

Grants) David → Not been in touch w/ Lisa

- Have not heard on CFEF grant → Spil funding

- LeV → still on radar

Recruit) Don → Given dir for Minister

- David → May be faced w/ online training

- LeV happy to do in-person

- David → Need to advertise online opp

↳ LeV → Perfect time for online courses

- LeV → Will figure out how water first

↳ David will set info

- Steph/Dave/LeV will look into

GC) Transition in progress

- David → Need to know what to inc in agreement

- Mon for.

Op. Budget) In-prog. David

Board Rec Policy) David → Not pressing

- Committee formed to address David

Vision) Comm. will meet soon → Brian M

- Steph will coord meeting

AGM) David → should hold well before opening

- Board disc holding just before Board Meeting

- Adm<sup>David</sup> / Don will set date

MD open H) Hammond → David → Very positive, sad comments, well run

- Board disc event

- Don → positive, sad turnout, sub turnout from MD

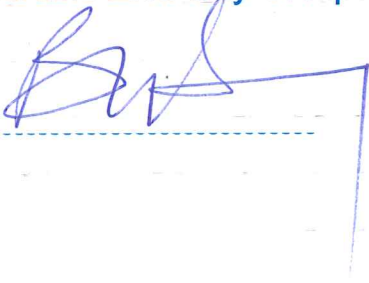
- Brian H → Good turnout,

- Brian H → Will disc survey on Tuesday
- Sabb → Well done
- David → Good time for L&V to pres. <sup>presentation</sup> notes to MD for web publication
  - ↳ Review by residents

Next Meet) April 16th for res. meeting 7:00 PM

Adjourn) Brian M → 8:15 PM

Approved this 2nd day of April, 2020



Director



Director