



**Board Meeting April 16, 2020
Town Council Chambers and Conference Call
Agenda**

- 1. Call to Order: 5:00 PM**
Meeting Protocol for call-ins
- 2. Approval of agenda**
- 3. Approval of Minutes of April 2, 2020 (may not be available)**
- 4. Operations Update**
 - a. Status of operations (business continuity, federal staff wage compensation)
 - b. Child Care for Essential Workers
 - c. Financial Update
 - d. Client communication updates
- 5. Business Arising**
 - a. Construction Summary – to March 31, 2020
 - b. Utility Connections
 - c. Public relations – update re: construction on schedule
- 6. New and unfinished business**
 - a. Grants
 - b. Recruitment/Training Advertising
 - c. LRSD transition agreement
 - d. Operating Budget 2020 (on hold)
 - e. Policy – Board Recruitment (on hold)
 - f. Vision and Mission (by April 30th?)
 - g. Annual General Meeting (TBD)
- 7. Round Table**
- 8. Date for next meeting – _____ , 2020**
- 9. Adjournment**



**Board Meeting April 16, 2020
Town Council Chambers and Conference Call
Minutes – signature copy**

1. **Call to Order:** Don Anderberg called the meeting to order at 5:03 PM

Board Members Present: Don Anderberg, Brian McGillivray, Scott Korbett, Brian Hammond, Lacey Poytress, Judy Lane, Ola Crook, Christi Gustavison

Absent with regret: Kathryn Sinnott

Staff present: Dylan Bennett, La Vonne Rideout, Wendy Catonio, Laurie Wilgosh, David Green, Stephanie Smith

Quorum: A quorum was present

2. **Approval of agenda:**

Motion / McGillivray

**That the agenda be approved as circulated
Carried**

3. **Approval of Minutes, April 2, 2020 (may be available at April 16)**

4. **Operations Update**

- a. **Status of operations:** The Board discussed a business continuity plan. It was recognized that PCCELC qualifies for the Covid federal compensation program for 75% wage compensation. It was agreed that PCELC should continue paying wages and apply for the compensation.
- b. **Child Care for Essential Workers:** La Vonne reported that she has been in communication with the Ministry regarding the possible opening of Pincher Creek Child Care facilities for the children of essential workers.

Motion / Korbett

That Pincher Creek Community Early Learning Centre Ltd move forward with a formal request to re-open facilities for Child Care for the children of essential workers.

Carried

- c. Financial Update (not available at this time)
- d. Client communication updates: Stephanie reported that she has been in touch with families on a weekly basis through-out the Covid crisis.

5. Business Arising

- a. Construction Summary – to March 31, 2020: The Board received the March Construction summary.

Motion / McGillivray

That the March Construction Summary be received as information.

Carried

- b. Utility Connections: Utility connections are complete at both sites.
- c. Public relations: The Board continues to use the Silver Ridge Construction monthly reports as the basis for community updates. Marie has been coordinating this process.

6. New and unfinished business

- a. Grants: La Vonne has been working with the Community Grant Writer on several grant initiatives. It was suggested by Scott that PCCELC consider using the GoA “shovel-ready” project grant incentive to move the landscaping process forward.
- b. Recruitment/Training Advertising: La Vonne has been working with Marie on a survey. ()
- c. LRSD transition agreement: This matter is on hold.
- d. Operating Budget 2020: This matter is on hold.

e. Policy – Board Recruitment This matter is on hold

f. Vision and Mission: The Board will await information from the committee.

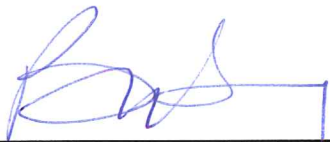
g. Annual General Meeting (TBD)

7. Round Table

8. Date for next meeting – April 30, 2020

9. Adjournment: There being no further business, Judy Lane declared that the meeting be adjourned at 6:03 PM

Read and approved this 30 day of April, 2020



Director



Director