

**Board of Directors Meeting
 Shilo MFRC
 Minutes
 July 4th, 2024**

Name	Position	Attendance
CHRISTINE WRIGHT	Chair	Present
KELSEY MORGAN	Vice-Chair	Present - Virtual
NICOLE ZILER	Treasurer	Present
CATHERINE COLE	Secretary	Regrets
JESSIE SANGSTER	Member	Present - Virtual
EVAN ROBICHAUD	Member	Present - Virtual
MEGAN NOCQ-MACRAE	Member	Present
MARY O'CALLAGHAN	Member	Present
ROB LAVIN	Executive Director	Present
LT. PETER NADASADY	Base Rep	Regrets
CPT. MARSHALL MAINPRIZE	Ex-Officio 1RCHA	Regrets
CPT. KRUK	Ex-Officio 2PPCLI Rep	Regrets

Item	Agenda	
1.	Call Meeting to Order Meeting called to order at 1815.	
2.	Introductions Welcome <ul style="list-style-type: none"> • Carla Cyr present this evening is new Community Development Coordinator, mentoring with Linda at this time; Linda also present. 	
3.	Agenda 1. Motion to approve the agenda as presented from 13 June, 2024. <ul style="list-style-type: none"> a. motion: Christine Wright b. second: Nicole Ziler c. All in favour 	Motion Carried
4.	Previous Minutes 1. Motion to approve the meeting minutes from Shilo MFRC BoD Meeting Minutes as presented <ul style="list-style-type: none"> a. motion: Christine Wright b. second: Megan Nocq-MacRae c. All in favour 	Motion Carried

5.	Old Business	
	<ol style="list-style-type: none"> 1. Outstanding from Previous Minutes <ol style="list-style-type: none"> a. Nil 2. Emailed Motions: <ol style="list-style-type: none"> a. 	
6.	Committee Updates	
	<ol style="list-style-type: none"> a. <u>Executive / Advisory Committee Updates:</u> <ol style="list-style-type: none"> 1) Need to meet before September b. <u>HR Committee Updates:</u> <ol style="list-style-type: none"> 1) Board Policy <ol style="list-style-type: none"> 1. by Laws 2. Day Care Updates c. <u>Finance Committee Updates:</u> <ol style="list-style-type: none"> 1) March Package <ol style="list-style-type: none"> 1. Motion to approve March Package as presented: Nicole Ziler 2. Second: Evan Robichaud 3. All in favour 2) April Package <ol style="list-style-type: none"> 1. Motion to approve April Package as presented: Nicole Ziler 2. Second: Megan Nocq-MacRae 3. All in favour 3) May Package <ol style="list-style-type: none"> 1. Motion to approve May Package as presented: Nicole Ziler 2. Second: Jessie Sangster 3. All in favour 4) Discussed some percentages of certain staff's wages being shared between daycare budget vs MFS budget as these staff conduct functions on both sides of the building. 5) Children's Services Wage Scale <ol style="list-style-type: none"> 1. 01 July, 2024 a mandatory salary wage increase (2.75% increase from 2023) for the trained daycare staff. 2. Proposal states to increase 3% from our current wages. 	<p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p>

	<p>3. Minimum wage increases Oct 1st(\$15.80), Federal minimum wage is \$17.30.</p> <ul style="list-style-type: none"> a. Motion to approve wage scale increase for trained staff to be three percent above mandated 01 July 2024, starting 01 July 2024: Nicole Ziler. b. Second: Megan Nocq-MacRae c. All in favour d. Motion to increase CCA untrained wage to be \$16.25/hr starting 01 July 2024: Nicole Ziler e. Second: Jessie Sangster f. All in favour <p>6) Support Estimate</p> <p>d. <u>Child Services Committee Update:</u></p> <ul style="list-style-type: none"> 1) Policy Update Progress <ul style="list-style-type: none"> 1. Daycare policies will be ready to be presented by late August Meeting 2) Behaviour Management Contract Update <ul style="list-style-type: none"> 1. In search of ISP staff for child that's had to be suspended from daycare due to behaviour management issues; child will be able to return once one on one staff obtained. 3) Youth Room Movement Update <ul style="list-style-type: none"> 1. St Barbara's Church being assessed for youth room to be moved over to. 2. Bathrooms need updating, and HVAC needs updating to be up to code, RPOU has been in to assess and quotes provided. Funding sources if update to church approved is not certain at this time. 4) Waitlist Update - 107 on waiting list? 5) PD Day Update <ul style="list-style-type: none"> 1. MOTION to approve the last Thursday and Friday of the month of May to be Professional Development (PD) days for Shilo MFRC Early Learning Centre staff. - Megan Nocq-MacRae 2. Second: Nicole Ziler 	<p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p>
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	<p>3. All in favour</p> <p>6) Pre-K Room Discussion Update</p> <p>1. up to 24 children may be able to have care provided</p> <p>7) Snow Day Discussion - Current snow day 'protocol', proposed snow day protocol. Possible motion.</p> <p>1. Motion to approve new snow day protocol for SMFRC Early Learning Centre staff: If a snow day is declared by the executive director, staff who are unable to travel to the SMFRC ELCC safely may remain home paid; local staff who are able to travel to the SMFRC ELCC safely and are able to work will earn in lieu of hours equal to hours worked during the snow day. - Megan Nocq-MacRae</p> <p>2. Second: Nicole Ziler</p> <p>3. All in favour</p>	<p>Motion Carried</p>
<p>7.</p>	<p>New Business</p>	
	<p>Recognition</p> <p>a. Correspondence</p> <p>1) Soft-Launch of R2MR for Family Life Website</p> <p>2) Update: Implementation of \$10 per day child care fees for school-age children</p> <p>1. on non-school days, update will be provided in the Fall 2024, hopefully with start date soon.</p> <p>3) Manitoba Education and Early Childhood Learning Summer 2024 Newsletter</p> <p>4) Updates to Manitoba Child Care Search</p> <p>5) Update: Partnership with Canadian Centre for Child Protection – Child Abuse Prevention Initiative</p> <p>6) ELCC-2024-07- Circular - Retirement Planning Supports and Changes to the Retirement Benefit</p> <p>7) Engaged Update- Policies at MFRCs</p> <p>8) Preschool / School-Age Child Care and Full-Day Kindergarten</p> <p>b. Miscellaneous</p> <p>1) IT Support - Microsoft Licensing</p> <p>1. moving over to a sharepoint platform</p> <p>2. Initial costs for migration from google to microsoft</p>	
<p>8.</p>	<p>ED Report</p>	
	<p>1. See Drive for report.</p> <p>2. Retirement party for Linda was at the Fringe, went very well.</p> <p>3. Salary review for admin side has been initiated</p> <p>4. 'touch the truck' day for daycare side initiated</p> <p>5. Changes discussed around the occasional daycare program, going to be advertised well, much more accommodating and open programming.</p>	

	6. Moving towards a more paperless system. 2 signature authentication process for e-transfers. 7. NO budget cuts for MFS budget for this fiscal year or base budget. 8. Shilo Symposium in Oct 2024	
9.	Ex-Officio Reports	
	1. CFB Shilo: 2. 1 RCHA: 3. 2PPCLI:	
10.	Volunteer Hours	
	1. Please communicate monthly volunteer hours to the Vice-Chair	All Members
11.	Round Table	
	1. Attempting to send reminders to CFB Shilo, 1 RCHA, and 2PPCLI through multiple avenues as ex-officios have not been present at meetings for some time. 2. Next Meeting – <u>Wed August 21 6:00 pm</u> – will send updated calendar invites	All Members
12.	In Camera	
	Nil	All Members
13.	Adjournment	
	1. Motion to adjourn meeting at 2026 a. motion: Christine Wright b. second: Megan Nocq-MacRae c. All in favour	Motion Carried

Signed,

 Christine Wright
 Board Chair
 Shilo MFRC Board of Directors

 Catherine Cole
 Secretary
 Shilo Board of Directors

Date Approved: