

**Board of Directors Meeting  
 Shilo MFRC  
 Minutes  
 November 30th, 2023**

Name	Position	Attendance
CHRISTINE WRIGHT	Chair	Present
KELSEY MORGAN	Vice-Chair	Regrets
NICOLE ZILER	Treasurer	Present
CATHERINE COLE	Secretary	Present
JESSIE SANGSTER	Member	Regrets
EVAN ROBICHAUD	Member	Present (Virtually)
MEGAN MACRAE	Member	Present
MARY O'CALLAGHAN	Member	Present
ROB LAVIN	Executive Director	Present
LT. KIMBERLY ROODE	Base Rep	Present
CPT. BRIAN MILLS	Ex-Officio 1RCHA	Regrets
LT CALLUM MILLER	Ex-Officio 2PPCLI Rep	Regrets
CHRIS CABLE	Ex Officio Incoming Daycare Director	Present
WHITNEY UKRAINEC	Ex Officio Daycare Director	Present

Item	Agenda	
1.	<b>Call Meeting to Order</b>	
	Meeting called to order at 1834hr	
2.	<b>Introductions</b>	
3.	<b>Agenda</b>	
	1. Motion to approve the agenda as presented a. motion: Christine Wright b. second: Catherine Cole c. Motion Passed	Motion Carried
4.	<b>Previous Minutes</b>	
	1. Motion to approve the meeting minutes from October 25th, 2023 as presented a. motion: Christine Wright b. second: Nicole Ziler	Motion Carried



	<ol style="list-style-type: none"> <li>2. Waiting on change table installation</li> <li>3. Toys, cots etc. ordered</li> <li>4. Ads out for jobs- many CCAs applying but still need an ECE, two preferably.</li> </ol> <ol style="list-style-type: none"> <li>2) Provincial Restriction lifted post Nov. 17th incident</li> <li>3) In the process of nominating for the Prime Minister's award for childhood educator excellence. 2 staff being nominated, hopefully to be done by the end of December.</li> <li>4) Motion to make Megan Macrae the new Child Services Committee Lead: Christine Wright           <ol style="list-style-type: none"> <li>1. Second by Nicole Ziler</li> <li>2. All in favour</li> </ol> </li> </ol>	<p>Motion Carried</p>
<p>7.</p>	<p><b>New Business</b></p>	
	<ol style="list-style-type: none"> <li>a. Recognition           <ol style="list-style-type: none"> <li>1) Incredible new job ad!</li> <li>2) Chris newly completed ECE 3 training and to fill Whitney's Position! Welcome!</li> </ol> </li> <li>b. Correspondence           <ol style="list-style-type: none"> <li>1) Christmas Party- Bowling Dec. 15th!</li> <li>2) Christmas Office Closure- Dec 22nd @ 1200 re-open Jan 2nd at 0800</li> <li>3) Companies Office - Annual paperwork:               <ol style="list-style-type: none"> <li>1. Rob to coordinate with the board</li> </ol> </li> <li>4) Gender Based Violence plan               <ol style="list-style-type: none"> <li>1. Funding must be spent by the end of March</li> <li>2. Reached out to Rainbow Resource Centre (WPG) to coordinate training for staff. And need to do an 'event' in the community.                   <ol style="list-style-type: none"> <li>a. Staff would like to do a trip to WPG to tour the MFRC and base as a professional development trip (leave Jan. 11th-12th). Front office would need closure mid day on the 11th, and on the 12th for the training.</li> <li>b. Motion to approve partial closure on Jan 11th and full closure of the centre on Jan 12th for staff training trip: Christine Wright</li> <li>c. Second By: Zicole Ziler</li> <li>d. All in favour</li> </ol> </li> </ol> </li> </ol> </li> <li>e. Plans to create a Family Violence Advisory Team and have this</li> </ol>	<p>Motion Carried</p>



	funding go to them for future years.	
8.	<b>ED Report</b>	
	a. MFS Programs and Services Update; b. Youth Program Update c. Day Care Update	See Shared Drive
9.	<b>Ex-Officio Reports</b>	
	1. CFB Shilo: Present 2. 1 RCHA: Absent 3. 2PPCLI: Absent	
10.	<b>Volunteer Hours</b>	
	1. Please communicate monthly volunteer hours to the Vice-Chair	All Members
11.	<b>Round Table</b>	
	a. Christmas Board event - Bowling Dec. 15th! b. Next Meeting – January 25th 6:30pm – will send updated calendar invites	All Members
12.	<b>In Camera</b>	
		All Members
13.	<b>Adjournment</b>	
	1. Motion to adjourn meeting at 2023hr a. motion: Christine Wright b. second: Catherine Cole	Motion Carried

Signed,

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 Christine Wright  
 Board Chair  
 Shilo MFRC Board of Directors

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 Catherine Cole  
 Secretary  
 Shilo Board of Directors

Date Approved: