

Agenda: Playschool Board Meeting Minutes**Date:** Tuesday, September 9, 2014 – 8:00pm @ the Tyler's.

Attendees:

Tyler Schwartz, Sarah Flood, Serena Matchett, Nicole Gillis, Heather Bernier, Samantha MacDonald and Becky Mercereau.

TopicS	Who
Success/Recognition <ul style="list-style-type: none"> • Thanked Samantha for taking on the position. • Sarah is now trained 	All
Adoption of Previous Minutes Moved by Tyler and Seconded by Nicole; "To adopt the meeting minutes for the last two meetings." APPROVED	All
Agenda – Additions/Changes Removed summer camp reporting.	All
Treasurers Report <ul style="list-style-type: none"> • Currently have 5.2 equivalent students full time and need 5.7 students to break event • The miscellaneous items would include key cutting, gifts, etc. • Dishwasher is being ordered • Will go ahead with purchasing the director's liability insurance • The actual amounts for the summer camps will be provided at the next meeting • Advised of the reimbursements for summer camps 	Sarah
Registrars Report <ul style="list-style-type: none"> • Our licensing now allows up to 3 kids under 36 months and up to 1 under 12 months. Our policy allows 2 kids between 30-36 months. • We will be attending the sign up night but not the fall fair • Questioning whether we should be promoting the drop-in spots 	Heather
Instructors Report <ul style="list-style-type: none"> • Emergency contacts needed • Questions of the evacuation plans: when school not opened? When there is an evacuation alert? Nicole is look into this policy • Shed cleaning on September 21 at 1:00 pm • Tyler will check the availability of Kristy Bruce to do class photo • Need to book Christmas party – considering Cameron Lake on December 6th from 11-3 pm 	Sam
Presidents Report <ul style="list-style-type: none"> • Discussed the drop in policy Moved by Tyler and Seconded by Nicole; "To change policy wording from enrolled to registered." APPROVED <ul style="list-style-type: none"> • Half day hours are 8:30 am – 12:30 pm and 12:30 pm – 4:30 pm • Committee assignments: HR – Tyler (Chair), Heather, Becky Policy/Planning – Nicole (Chair), Serena, Sarah • Discussed options of having playschool open for older children during the school strike • Northern Health is scheduled to come on September 17th, need to ensure immunizations records are up to date and fire evacuation is available • Summer Camp Policy: calendar year grouping with no exceptions prior to registrations – exceptions could be considered with parent and board member conversations – send this policy to the committee 	Tyler

<ul style="list-style-type: none"> • Withdrawl procedure policy to be sent to committee • Requested Annette come speak to the board members on September 17 at 7:00 pm at Tyler's house 	
<p>Member at Large</p> <ul style="list-style-type: none"> • Bingo is being held on October 9th. Serena will be getting her Serving it Right and the Lion's Van will be booked to provide safe transportation 	Nicole
<p>Maintenance</p> <ul style="list-style-type: none"> • Need more logs for the Sandbox tarp • Front stairs going to be painted by Steve Kehl • Dishwasher being ordered and Reid will install it • Need to clean up the mouse droppings. 	Tyler

Meeting Adjourned: 10:05 pm

Next Meeting Date: November 6th at 8:00 pm at Serena's house.