

LITTLE LIONS WALDORF DAYCARE & KINDERGARTEN
MONTHLY BOARD MEETING
Thursday March 2, 2017
Clarke Street Site

PRESENT: Lindsay Gaw-Martin, Laurie Mallon, June Gaw,

STAFF: Marilyn Grudniski

REGRETS: Nicolas Bigaignon, Sandra Stewart, Stacey Landers-Ray

1. Call to Order- Lindsay called the meeting to order at 7:15 p.m.
2. Calendar of the Soul – read by Marilyn
3. Adoption of the Agenda – Moved by Laurie, seconded by June. Carried.
4. Conflict of Interest – none declared
5. Minutes of the December 20, 2016 meeting were reviewed and approved as circulated
6. Business Arising
 - a. Audit Committee Terms of Reference – reviewed by Board, updates noted and Marilyn to correct, then add to by-laws for AGM
 - b. Motion Binder – Auditors noted that a motion binder was no longer required as long as each motion was highlighted within the minutes.
 - c. Wage Review – suggested wage increase for non-ECE staff from PPP meeting was reviewed by the board.

Laurie made a motion to increase non-ECE staff wage, with one of the following degrees or certificates (Child & Youth Work, Bachelor of Education, Master of Education, Social Work) to \$15.00 per hour. Seconded by June. Carried.

7. Reports:
 - a. Treasurers Report – Noted that due to the increase in Incentive funding and Direct Operating Grant from DSSAB, there is a surplus for 2016. The board agreed that the funds should go to upgrades in some of the facilities as well as wage enhancements. Marilyn to determine which facilities required upgrading and report back to the board. (windows, signage, office space reconfiguration in main office)

- b. PPP Meeting - minutes of January 25, 2017 meeting attached. Board reviewed the driving incentive proposed by the PPP meeting for staff traveling to remote sites.

Laurie made a motion to offer an incentive to staff that drive to rural sites. Incentive is based on travel kilometers and must be verified with a Google Map. Incentives are as follows:

- **From the city to a rural site by the most direct route would get an incentive of \$3/day if more than 20 km**
- **From the city to a rural site by the most direct route would get an incentive of \$4/day if more than 30 km**

Seconded by June. Carried.

- c. CEO Report – attached. Marilyn noted that this is the highest enrollment of families we have had. Also of note, seven new grads have been offered employment with the daycare and interviews for the HR intern will take place on Thursday March 9, 2017.
8. Correspondence – Finlandia Association: They have invited Little Lions to become an affiliate group at a cost of \$300 per year. Affiliation would give the daycare benefits such as discounts to utilize Tapiola as well as discounts on usage of their building on Bay Street. Marilyn will bring forward a complete list of benefits once received from the Finlandia Association. The Board to decide once benefits are reviewed.
 9. New Business
 - a. Board members present all signed the new Confidentiality Forms
 - b. Board reviewed the results from the Audit
 - c. Radio announcement. Board declined to purchase the radio ads which would be played during March break.
 10. Policies/Procedures – Articles of Incorporation & By-Laws. Reviewed the objects from previous years. Noted that the objects will be removed from the By-Laws at the AGM. The updated Objects will then be amended and added to the Letters Patented. Marilyn to contact Shelley to ensure that the Objects are updated and added to the Letters Patented through our legal counsel.
 11. Next Meeting: Tuesday April 4th, 2017. 6:45 p.m. at Clarke Site.
AGM set for Wednesday May 17th, 2017 at 7:00 p.m. at St. Paul Site.

12.Meeting adjourned at 8:20 p.m.