

# KEMPTVILLE AREA FAMILY RESOURCE CENTRE

## Board of Directors Minutes

May 7, 2019

**Present:** Kristina Bennett, Marla Titus, Carrie VanAllen, Lauren Hare, Julie Anderson, Lynne Horning, Sonya Clark

1. Welcome: Meeting officially started at 7:32
2. Approval of Agenda: **Motion moved by Julie Anderson, seconded by Lauren Hare and all approved.**
3. Approval of Minutes: **Motion moved by Julie Anderson, seconded by Lauren Hare and all approved.**
4. Business Arising:
  - a. Father Daughter Ball Update:
    - i. There were a total of 152 people in attendance, 43 were fathers. The community support and help from staff was excellent. We made approximately \$500.00. Next year's event will be held on Feb 1 with an Hawaiian theme. (some ideas: meatballs, kabobs, hawaiian pizza, coconuts)
5. New Business:
  - a. Criminal Reference Check
    - i. Letter will be sent out for all board members to complete Criminal Reference Checks with the Vulnerable Sector Check
  - b. School Closure Policy
    - i. This has been deferred for discussion for the September meeting.
  - c. Funding Package
    - i. We submitted a Business Quality Improvement and Repairs and Maintenance funding package. We asked for 2 new commercial dishwasher, new flooring for the infant program, repairs to our infant and toddler deck, tablets and laptops. We should hear by July.
  - d. Committee Updates:
    - i. HR & Governance
    - ii. Finance
    - iii. Resource & Development
  - e. Program Reports:
    - i. General Program Update
      1. Working to get the license process started to increase from 24 to 32 preschool children.
    - ii. Enrolment
      1. Infant: 10/10
      2. Toddler : 11/15

**KEMPTVILLE AREA FAMILY RESOURCE CENTRE**

Board of Directors Minutes

May 7, 2019

3. Preschool: 24/24
4. Kinder: 21/26
5. School Age: 36/45

**6.** Meeting Adjourned at 8:10pm