

Claresholm Child Care Society
Regular Board Meeting Minutes
Thursday June 16, 2011

Present: Crystal Cooper, Chrissy Giles, Karrie Davis, Erin, Magan Braun, Cheryl Cochlan

Regrets: Heather Gertner, Julie Ling, Betty Figueth, Karine Wilhauk

1.0 **Call to Order:** 6:35 p.m.

2.0 **Approval of Agenda** –Karrie

3.0 **Approval of the Minutes** – Cheryl

4.0 **Business arising from the minutes** – none

5.0 **Correspondence** – Karrie had a problem with a parent – see her official letter for details

A parent was verbally abusive to Karrie and quite aggressive. We will have other staff members write up a report of what happened. The board will write a letter to the Woerman's as this behaviour is unacceptable.

6.0 **Reports**

6.1 **Financial – Cheryl-** Laurie Denald was sent a letter and she told Cheryl that she had to pay the government back. The government took the money from us as well. She owes us and the government the money. Cheryl will look to see what the government has paid us. Woermans' cheque in May bounced, then the next cheque had errors and came back, we then received a cheque yesterday from Dee Williams for the account. They still owe us \$25 plus two NSF payments and the current month's fees. Cheryl has written her a letter to pay the bill. Crystal wants a money order. Wichart- They have been just paying \$250 a month when the bill is \$500 a month and they owe \$1100. This needs to be paid by the end of June. Jon and Karrie Martin owe \$1231. Cheryl has written a letter that her account needs to be paid by the end of June. Erin has Marcella Snell owes over \$700. Erin has given her a letter and copies of the parent handbook. We will need payment in advance for that account. Profit and loss sheets are better. Over the summer Kidz Zone will start to make some money. We will re-evaluate after summer to see where we are sitting. We will enforce " no care" for delinquent accounts that are not paid by the end of June.

6.2 **Manager –Karrie-** See above for the incident of abuse that Karrie experienced today. Karrie will be writing Pam up as she won't be done her schooling by the end of her three months. We also need to talk to Pam about her dress code. A parent brought up the fact that her clothing is inappropriate. Pam has been talked to about spanking her own child at the daycare. We cannot have anyone displaying this behaviour at the daycare. Cell phone policy and job descriptions were reviewed and signed last week. Veronica has started another course. Karrie has registered for more classes. The daycare is closed the first week of the July. Two kids are leaving the end of June. There are 35 kids total at the daycare. Kim's last week will be end of August hopefully. We don't have to hire another teacher to replace Kim with our numbers. We will have room to take kids off the waiting list. Karrie hopes to get some of the young kids off the wait list in August. She is hoping a few part times will make a full spot. We will hold off hiring another teacher until the fall to see if we need one based on numbers. Kim plans on

returning to the daycare after maternity leave. We are still ok for levels since Karrie is working on her level 2 and we are exempt for now.

- 6.3 Kidz Zone -Erin** – See written report. Karrie and Erin will talk to UFA about getting the shed delivered and how to anchor it to the ground. We will sell the extra stove to Erin's parents for the same price we paid \$449.00

Marcella Snell – She will need to pay in full before service is restored. When she returns to kidz zone she will need to pre-pay with a money order when she hands in her schedule.

- 6.4 Chairperson Report – Crystal** - Crystal would like to have an open house at Kidz Zone. Teachers, town people, parents, school division to showcase Kidz Zone.

7.0 New Business

7.1 Cleaning – re-evaluate in October

7.2 Kidz Zone – summer fee rate \$125 per week. This is more than kindergarten rate but they will be there all day and more days per week. Erin will get us some analysis of rates in Lethbridge. If they are regular parents we will do our regular process. If they are drop in they will pay in advance for the week or the day. Subsidy changes to \$310 a month in the summer.

8.0 Meeting adjourned 8:02pm

Next meeting Wednesday September 21, 2011 6:30pm

****Things to remember for fall – review daycare policies**