

Annual General Meeting Minutes

April 20, 2021

Attendees: Rebecca Righi, Tammy Desrosiers, Jenn Lamontagne, Kendra Usunier, Maria Christiuk, Ian and Christie Braaten, Dani Reid, Nick Cherney, Johannes Schauss, Amber Nuels, Cindy Raiwet, Kayla Block, Morgan Bullee, Amy Fehr, Shelagh Steckler, Delani Smit. Courtenay Chudy, Tammie Bray, and Amy Killick-Joined part way through.

1. Call to Order: 7:01PM
2. Introductions of WCC Director and Current Board of Directors:

Chair: Rebecca Righi; Co-Chair: Jenn Lamontagne.
Secretary: Dani Reid; Treasurer: Kendra Usunier
Executive Member: Delani Smit

3. Virtual Meeting Etiquette

Keep your device on mute to help contain the background noises throughout the meeting. Unmute to ask questions, or you can raise your hand (located in the zoom options)
Feel free to ask questions as we go. The floor will be open to questions at the end of the meeting, or you can type in the chat box.

4. Approval of Agenda

Kendra Usunier motions to approve the agenda as presented; Jenn Lamontagne seconds.
All in favor.

5. Approval of 2020 AGM Meeting Minutes

Delani Smit motions to approve the 2020 AGM Meeting Minutes; Kendra Usunier seconds.
All in favor.

6. Annual Report Presentation (Operation Reports)

- a. Chairperson Report
- b. Director Report
- c. Fundraising Report

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Tammy Desrosiers (Director) speaks to the reports: She thanks everyone for coming and apologizes if her family interrupts—although they have been warned not to! It has been a tough year, so thank you to the parents for being flexible and for all the ideas and help that has been provided. Some highlights to the year are the expanding of the center to open up three new spots that unfortunately could not be used this year, but we are hoping to be able to utilize in the coming years.

We had to shut the centre down due to COVID 19 in the spring, and slowly reopened over the next couple months with limited spots. We are now running with 41 children at the centre. Staff have done a great job accommodating to the restrictions and have really stepped up over the year. The staff are very valuable and an important part of the business so we want to extend a special thanks to all of them. Tammy has been at the centre since 2013 and has been excited to see it grow—like a 5th baby!

The floor is open to questions:

Shelagh asks about the fundraising stipulations that were implemented this year and has asked what brought about the change?

Tammy responds that there has always been the buy out option in the centres policy, and there has always been talk about implementing a system to hold parents more accountable to participate in the fundraisers.

Shelagh responds in that she sees where we are coming from but the change seemed to be quite drastic from previous years of having no targets in place. She also compares it to other daycares and after school activities that require fundraising and thinks ours seems to be higher than most. She also observes that it could be looked at as a hidden fee.

Kendra steps in to elaborate further from a financial perspective stating that we are trying to eliminate the fundraising, but COVID has set us back from that goal due to the restrictions that were put in place stopping us from running at full capacity and utilizing the staff to the fullest. We, also, felt that the year has been tough on many families so raising fees didn't seem like a viable option.

Shelagh agrees that there is no easy answer for this and appreciates the feedback.

Kendra Usunier motions to approve the Annual Reports as presented; Delani Smit Seconds. All in favor.

7. Financial Report

- a. 2020 Financial Statement
- b. 2021 Budget

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Kendra Usunier (Treasurer) speaks to the financial statement and 2021 budget: She starts by stating that 2020 threw a lot of curve balls at the centre with the pandemic hitting us in the spring, throwing a wrench in our plans to expand and utilize the 3 new spots that we renovated to open. The budget allowed for a \$462.61 overdraft, and we came out of 2020 with a deficit of \$1,916.00. We have adjusted the 2021 budget to take into account COVID restrictions, the additional cleaning costs, additional staffing, and less spots open. We are, also, hoping to open up other points of revenue in the fall such as the preschool/part time spots, and the additional fundraising. The budget concludes with the centre having a \$2,600 overdraft at the end of 2021. Kendra highlights that the 2021 year end could have been much worse had we not taken advantage of CEWS and the emergency grants.

Tammy Desrosiers wanted to add that we have the option to eliminate 5 spots in the preschool room and 1 staff, creating a 25 children to 2 staff ratio to help with overall costs to the centre. However, we do not want to take this measure due to having to terminate childcare for some parents. She mentions this to give parents some perspective as to why the restrictions are causing concerns with the budget as we are not able to utilize staffing/children ratios to their full potential yet we want to ensure families are happy and receiving childcare.

Kendra Usunier motions to approve the financial reports as presented; Jenn Lamontagne seconds.
All in favor.

c. Appoint 2021 Auditor

Ian Braaten motions to appoint Laskowski & Wright as the 2021 auditor; Shelagh seconds.

8. Special Resolution
 - a. Bylaw Change – Section 4 Membership

Jenn Lamontagne (Governance Committee Chair) speaks to the special resolution. The policy has been updated with new membership definitions to provide more clarity. It has been 5 years since the policy was implemented originally. Jenn would like to give a special thanks to Ian Braaten for helping in this matter, and we always welcome and greatly appreciate help from parents.

Jenn moves the adoption of special resolution to the memberships as presented; Kendra Seconds.

All in favor: 17 out of 18 attendees voted in favor; 1 attendee abstained.

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9. Board Members announced- 3 new members

a. Introduction of Nominees

Rebecca Righi (Chair) takes the floor to announce new board members:

Maria Christiuk

Kayla Block

Morgan Bullee

Floor is open to questions. Attendees are reminded that they can always reach out to the board via the board email address if they would rather not speak during the meeting. No questions were presented.

10. Adjournment of Meeting: 7:28PM

Kendra motions to adjourn 2021 AGM meeting; Delani seconds.

All in favor.