



CLINTON CO-OPERATIVE CHILDCARE CENTRE INC.
P.O. Box 489 27 Percival Street Clinton, ON N0M 1L0
Phone: (519) 482-5777
Email: clinton@clintonchildcare.com
Website: clintonchildcare.com

Board Meeting Agenda
Tuesday September 24th @ 7pm via Teams

	Jan	Feb	Mar	Apr	May	June	Sept	Oct	Nov	Meetings Attended 2024
Laura E.	A	A	A	A	A	A	A			7/7
Laura J.	A	A	A	A	A	A	A			7/7
Terry	R	R	R	A	A	A	A			4/7
Phil	A	A	A	R	A	A	A			6/7
Bridget	R	A	A	A	R	A	A			5/7
Jill	A	A	A	A	A	A	A			7/7
Tess G	A	A	A	A	A	A	A			7/7
Marieke S.	A	A	A	A	R	A	A			6/6
Annette Fletcher	N/A	N/A	N/A	N/A	N/A	A	R			1/2
Nicole Hutchinson	N/A	N/A	N/A	N/A	N/A	A	R			1/2
Jessica Pollard							A			1/1
Jodi C.	A	A	A	A	A	A	A			7/7
Amanda S.	A	A	A	R	A	A	A			6/7
Jeanie P.	A	A	A	A	A	A	A			7/7
Diane P.	A	A	A	A	A	A	A			7/7
Heather M.	N/A	N/A	N/A	N/A	A	A	A			3/3
Deb A.	A	A	A	A	A	A	A			7/7
Lillian C.	A	R	R	A	A	A	A			5/7
LEGEND: A=Attended R=Regrets C=Cancelled										

1. **Welcome**
2. **Approval of the Agenda**

- a) Motion to approve the agenda- Laura Jutzi Second- Bridget Blake
Carried

3. **Business Arising from Past Minutes**

- a) **Emerging Application and Start Up Grant –**
 - a) **Playground Revision** September 3, 2024. Projected to take 7-10 days per side to complete. Deb and Amanda agree project is moving well and only behind a day or so.
 - b) **Playground Revision –** motion to approve the use of the remaining annual Play Based Funding and Health and Safety money that we received from the County approximately \$8000 to purchase 2 new 10x10 sheds. If the expense is greater than the current available balance, we would then utilize funding from the Emerging Issues Funding Grant – Non-recurring Costs to Repair/Replace Physical Assets as we have underspent on items budgeted and have \$2799.08 remaining.

Motion to approve the purchases of 2 new sheds for the playgrounds using remaining Emerging Issues Funding Grant (\$2799.08) and Play Based Funding Health and Safety (approx.. \$8,000.00). - Phil S. Second- Terry carried

- b) **CWELCC updates –** receive for information from Diane- parent fees need to be lowered to \$22.00, which we already have completed. Cost base childcare funding will come into effect, but the County will determine it all.
- c) **Field Trip Policy –** Motion to approve the revised Field Trip Policy which excludes trips that require transportation in a vehicle- Laura Jutzi Second- Phil Smith
Carried
- d) **Summer Construction Projects Clinton and Goderich Sites –** Everything is completed, and Deb has all the required documents.
- e) **Financial Management Policy-** Receive for information consider revising the current purchasing limit for Executive Director.
 - a) Design a committee to discuss best practice in 2024 and move towards that. Feeds into revising the \$1000 limit and considering if there's opportunity to try to set budgets
**Motion to approve a \$2000.00 spending limit for the ED (Deb)- Laura
Second –Phil Carried**
 - b) Request a motion to Collaborate to build a 2025 Budget.- Laura E. looking to discuss with Annette for information and committee.
- f) **Board Member Training –** Receive for information Deb sent email to TJ Solutions inquiring about Basic Board Governance Online and How to Work with Your Board of Directors & Supervisors- Deb has no updates since she last emailed them
- g) **Goderich Internet Installation–** Receive for information currently on hold

4. **Consent Agenda**

- a) Approval of Past Minutes
 - o Motion to approve the minutes from the June 25, 2024, Board Meeting
- b) Executive Director’s Report

- e) **2 Signer Interact** – Receive for information from Diane. Currently, we are unable to complete 2 signer Interact e-transfers due to \$3000 daily, \$10 000 weekly and \$15 000 monthly transaction limits and there is a \$1.50 fee per transaction.
- f) **Annual Membership Fees for Registered Early Childhood Educators** – receive for information. Effective October 1, 2024, the annual membership fee will be adjusted from \$160/yr to \$175/yr.
- g) Meeting with Children’s Services (Cheryl Patience)- Laura E. would like to set up a meeting with Cheryl to go over expansion plans. Board members and staff will set up a date that will work for a meeting with the plan presented.

7. **In Cam Session 8:52 start – 10:02pm**

8. **Next Meeting Date** – October 29th @ 7pm via Microsoft Teams

9. **Adjournment** Motion to adjourn- Phil Second- Terry Carried