



**CLINTON CO-OPERATIVE CHILDCARE CENTRE**  
**P.O. Box 489 27 Percival Street Clinton, ON**  
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**Board Meeting Minutes**  
**January 30<sup>th</sup>, 2024 @ 7:00 pm via zoom**

	Jan 30th	Feb	Mar	Apr	May	June	Sept	Oct	Nov	Meetings Attended 2024
Kendal	A									1/7
Laura E.	A									1/7
Sharilyn	A									1/7
Laura J	A									1/7
Terry	R									0/7
Phil	A									1/7
Bridget	R									0/7
Kate	A									1/7
Jill	A									1/7
Tess G	A									1/7
Marieke S	A									1/7
Jodi	A									1/7
Amanda	A									1/7
Jeanie	A									1/7
Diane	A									1/7
LEGEND: A=Attended R=Regrets C=Cancelled										

## **1. Welcome**

## **2. Approval of the Agenda**

Motion to approve the agenda: Tess

Second: Sharilyn Carried

## **3. Business Arising from Past Minutes**

### **A. Microsoft emails and Lillio**

All emails shifting on February 5<sup>th</sup>, wifi costs to be narrowed down and presented with more information for February meeting

### **B. Emerging Issues Application for Start Up Grant**

Huron County Grants are due January 31<sup>st</sup>, Amanada has a long list that has been collaborated on and will be submitted Items include: filing cabinet, upright freezer, wifi, and new dishwasher)

### **C. Dishwasher**

See above point. If money is awarded it can be decided upon.

### **D. Volunteer Policy**

More information has started on this policy to bring to meetings in future.

### **E. Field Trip Policy-** Staff recommendation for a sub committee to create new policies.

Subcommittee volunteers- Deb, Jodi, Jeanie, Tess, Laura J, Amanda and Lillian volunteered to start this policy.

### **F. CWELCC**

Diane went over progress and any changes to the program, looking for funding changes in future month.

## **4. Consent Agenda**

a. Approval of Past Minutes- moved to February meeting (not attached in board package)

b. Executive Director's Report

c. Financial Report

Approval of consent agenda removing the past minutes until February meeting – Sharilyn

Second- Phil Carried

## **5. New Business**

### **A. Policies**

5.0 Group RRSP - Staff Recommended: To review revised Policy

Adjustment to be made and brought to February meeting for approval

3.0 Accounts Receivable - Discussion regarding write-offs and A/R policy

3.1 will be a new policy brought for approval in February (Diane and Amy)

### **B. Fanshawe Career Fair**

Motion to approve the purchase of personalized items for the Career Fair (\$1452.81)  
Sharilyn

Second Kate Carried

### **C. Fundraising Etransfers –**

Motion to approve a new email for fundraisers with auto-deposit – Laura E.

Second Sharilyn Carried

**E. Christmas Closure** - Staff Recommended: We close during the Christmas holidays in line with the Avon Maitland and other school boards

Staff Survey to be completed with feedback of income reduced during the additional time off

### **F. GPS Bookshelves**

Motion to approve the purchase of new bookshelves as presented -Laura E.

Second Phil Carried

### **G. GPS Ipads-**

Motion to approve purchase of 4 Ipads and cases for approximately \$4000.00- Sharilyn

Second- Marieke Carried

**6. In-Cam Session**

**7. Next Meeting Date**

February 27, 2024 7:00pm Zoom

**8. Adjournment**

January 30<sup>th</sup> 2024 9:34 Pm