



CLINTON CO-OPERATIVE CHILDCARE CENTRE INC.
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Board Meeting Agenda
Tuesday, April 28, 2026 at 7:00 pm via Teams

Present: Toni Thompson, Amanda Smale, Heather McClinchey, Jodi Clarke, Jessica Robinson, Amy Blake, Lillian Chen and Jeanie Pizzati

Guests: none

Regrets: Jill Forman, Chantal Koster, Nicole Hutchinson

1. Welcome

a) Motion to start meeting at 7:01pm

- Motioned by: Toni Second: Amy in Favour: Jess
- Recording of Meeting started at 7:02pm

2. Approval of the Agenda

a) Motion to approve the agenda.

- Motion by: Toni Second: Amy in Favour: Jess

3. Business Arising from Past Minutes

a) Board Member Recruitment- Nicole has been in contact with the guests from last month but at this time no new Board Members. Toni has been in contact with the School Boards and we should have names in the next month. We are being cautious to not quickly onboard new members, due to the amount of work it takes. We want to make sure they really understand the expectations and commitment. Still looking for people with HR and Finance background.

b) AGM- Lillian, Jeanie and Jodi have been working on plans. Staff picked a theme "Music and Movement". Looking at options for music/drumming for kids. As well as entertainment during the meeting will be a Magician. Invite/poster will be sent out once entertainment/guests have been secured. Nicole and Toni would like to meet with Amanda to go over the expectations of how to run the AGM sometimes in May/ early June.

4. Consent Agenda

a. Motion to approve the Consent Agenda as a whole

- Motion by: Toni Second: Amy in Favour: Jess
- Approval of Past Minutes March 2026
- Executive Director's Report
- Financial Administrator's Report

5. Policy Review

a) Employee Policy Handbook – No updates

- b) **Parent Handbook Policies** – No updates
 - c) **Polices and Procedures** – No updates
 - d) **Joint Health & Safety** – No updates
6. **New Business**
- a) **JK/SK and School Age Summer Program**- Calendars ready to sent out Monday for Clinton and Jodi to follow shortly after for Goderich. If any concerns from parents with fixed scheduling, they are to be directed to contact the Board of Directors.
 - b) **Moving the May Meeting to May 19th at 7:00pm**- Some Board Members are unable the original date. Looking at moving the meeting to the week prior. Amanda, Jeanie, Lillian and Jodi have no concerns. Heather can have financial reports prepared with the date moved up by 1 week.
7. **Next Meeting Date – May 19th, 2026 at 7:00 pm via Teams**
8. **inCam Amanda, Lillian, Jeanie, Jodi, Heather left at 7:15pm (recording stopped)**
- o Fixed Scheduling
 - o **Motion to change all programs the CCCC offers to fixed scheduling as of September 2026. (Fixed scheduling can be a. full week b. Mon/Wed/Fri c. Tues/Thurs).**
 - o Motioned by: Amy Second: Toni
 - o Abstain: Jess
 - o in Favour: Chantal (via e-mail), Jill (via e-mail)
 - o Christmas Break additional days of Pay
 - o **Motion to offer staff additional days of pay over the Christmas Break closure as follows: Full time employees get 3 days pay. Part time/supply/casual working more than 30 hours a week for more than 70% of the year also get 3 days pay. Part time/supply/ casual working less than 30 hours a week get 2 days pay. Casual/ supply meeting their commitment get 1 day pay.**
 - o Motioned by: Amy Second: Toni
 - o in Favour: Jess, Chantal (via e-mail), Jill (via e-mail)
11. **Adjournment**
- a) **Motion to Adjourn meeting at 7:25pm**
 - o Motioned by: Amy Second: Jess in Favour: Toni

Addendum

Heather requested a change in the wording for an above motion on Wednesday, May 6th, 2026 via e-mail. On May 9th, 2026 the motion was changed to the below via email.

Motion to offer staff additional days of pay over the Christmas Break closure as follows:

- **Full-time Staff – 3 days pay**

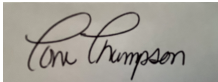
- *Part-time Staff – 2 days pay**
- *Casual Staff – 1 day pay**

** Part-time and casual staff who regularly work 30 hours per week would receive 3 days pay total.*

A staff member will be deemed to regularly work 30 hours per week if they have done so for at least 35 weeks in 2026.

Second- Chantal

In favor- Toni, Amy and Jill

A rectangular box containing a handwritten signature in cursive script that reads "Toni Thompson".

Minutes prepared by Toni Thompson, Vice Chair