

Attendees					
Director	Present	Regrets	Director	Present	Regrets
Greg Cormier	X		Catherine Rolfsen	X	
Andrea Layzell	X		Invited Guests:		
Alison Luke	X		Ann Silberman	X	
David McCullum	x				

Agenda		
Item:	Duration:	Presented by:
Approve agenda	1	David
Approve minutes from June 5, 2018	1	David
ED Report	10	Ann
Committee updates: finance update	15	Ruhee
IT Wing Policies	10	Ann
IT Opening	10	Ann
Parents feedback	15	Catherine
In Camera session	10	All

Draft Minutes

Item:	Action Items	Presented by:
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<p>Approval of Agenda</p> <ul style="list-style-type: none"> ● Call to order ● Motion to approve the agenda ● Moved: Catherine ● Carried unanimously 		David
<p>Approval of Minutes from June 5, 2018</p> <ul style="list-style-type: none"> ● Motion to adopt minutes ● Moved: Andrea ● Carried unanimously 		David
<p>ED Update</p> <ul style="list-style-type: none"> ● Ann highlighted some items on the ED report ● Two meetings with Sarah Haxby and one with Scott Slater and Sandralynn Shortall (early learning principal in W. Van) on finding more space for ASC ● West Van has a mandate to provide before and after school care, this will give us some leverage ● Currently have between 21-30 children per day - very high registration this year ● Will separate the program into two groups: a K-1 program in one room and the other children somewhere else ● Rooms have been measured and we have noted BCC's preference and waiting back to hear from BICS ● Back up plan is to use the room under BCC for older children ● Challenge of before school care is that the playcare is using the available room at 845-12, and so there is insufficient time between the before school club ending and the start of playcare as custodians 		Ann

<p>have to wash the floor between the two programs</p> <ul style="list-style-type: none"> ● Using school portables is also a possibility ● Ann continues to meet with Gary Anders, who is supportive of finding after school club in the new community centre - this was on previous plans but not on the current one ● There is likely funding available for ASC club expansion in government grants 		
<p>Finance Committee meeting</p> <ul style="list-style-type: none"> ● Review of profit and loss sheet ● Some donations were received in May ● Fundraising money has come in and matching funds came in last week ● Total income is quite high, and has to be reallocated as Quinn works through year end ● Catherine asked about the income for the clothing sale, of which BCC makes minimal amounts. Some discussion about moving the clothing sale on the PAC moving forward ● Review of A/R sheet. The highest number is those who are over 90 days overdue ● Andrea asked about the new restricted account. Ann reported that the term deposit was turned over, and added to, to make 30K. It is a one year term at 2%, a restricted account called “Building and Playground” 		<p>Ruhee</p>

<p>IT Wing Opening</p> <ul style="list-style-type: none"> ● Discussion of having a party for the opening of the new IT wing on Sept 21st - will be party and a band ● Discussion of gifts for Iain and Megan. A weekend trip 		
<p>IT Policies</p> <ul style="list-style-type: none"> ● Policies must be in place for IT wing to be licensed, so they have been updated by Ann and now approved by licensing ● Ann reviewed changes in the policies for the Board, including: <ul style="list-style-type: none"> ○ Nutrition policy ○ Child Supervision policy ○ Guidance and Discipline policy ● Active and Passive Play policy still under development ● Board will review policies after they have been reviewed by Ali and reformatted 	<p>Ali will have a look at the policies and they will be reformatted by Ann.</p> <p>Ann will develop the Active and Passive play policy and these will all be approved together at a later date by the Board</p>	<p>Ann</p>
<p>Parent Survey</p> <ul style="list-style-type: none"> ● Positive reviews on all fronts ● Most criticism was the outdoor space needs improvement and the need for a better space for ASC ● Catherine reviewed all comments with the Board 	<p>Catherine will assemble the comments and Ann will share them with the staff</p>	<p>Catherine</p>

<ul style="list-style-type: none">• The comments and stats should be shared with the staff• May get higher response if it was done earlier in the year - suggestion that next year it could be in April		
Adjourn <ul style="list-style-type: none">• Motion to adjourn• Moved: Greg• Carried unanimously		David
In Camera Session		All