



## Brockton Child Care Committee Meeting Minutes

### Meeting #

**Date and Time:** Tuesday February 16th, 2021 7:00pm

**Location:** Zoom Meeting

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### Business Items

**1. Call to Order**

Meeting started at 7.00pm with Sharon Bross, Connie Borth, Becky Fortney, Dana Wright, Jen Jacquot, Lisa Mackinnon and Tim Elphick present.

Absent: none

**2. Disclosure of Pecuniary Interest and General Nature Thereof: None**

**3. Review and Approval of previous Minutes**

January 2021 minutes approved

**Motion:** Jen Jacquot

**Seconded:** Lisa Mackinnon

**4. Business Arising from December Minutes---Nothing to report.**

### Business Arising

**Committee Members---**Sharon discussed this with Fiona. We are allowed to have 7 voting members on our Committee. Sharon will post the vacancies in the newsletter to see if we have anyone interested in joining our committee.

**Budget/Fee Increase---**fees for all age groups increased by \$1 as of January 1<sup>st</sup> 2021. Budget has been passed. Budget was based on Covid January – June and normal year from July - December

**Emergency School Age Program---**Starting January 13<sup>th</sup> 2021 until January 22<sup>nd</sup>. We offered an emergency school age program for up to 13 students at WDCS. Hours of operation 6:45-5:15. This Program is affiliated with Bruce County Social Services.

**Staffing---**Jaimee Thomson has accepted the position of our new cook. She will start February 16<sup>th</sup>. Judy McClement returned in February

In Camera: 7:20 Motion: Jen Jacquot and Dana Wright

To discuss Staffing Information.

In Camera Ended: 7:26 Motion: Jen Jacquot and Dana Wright

## **New Business**

**Parking Lot**---Sharon and Tim met with Al Hastie, from the school board, to discuss the safety of our Parking Lot. Pylons are now placed outside from the entrance to the sidewalk to give a visual of a walk way to keep pedestrians away from vehicles.

**App for communicating with Parents**---Sharon asked the staff if they were interested in using a communication app. A few years ago the teachers did use an app called Remind App but not all parents would download the app. Currently emails are sent out daily to parents and used for communication between the teachers and the parents. The teachers feel the email system is working well.

**Fund Raiser**---some ideas were discussed but the Committee felt since a fee increase just occurred and due to covid we should consider fundraising later on in the year.

**Enrollment**---Our enrollment has been steadily increasing.

**Supervisor's Report**-the statistics for January—71 children per day.

**Financial Report**-No Report

**Strategic Plan** ---There are 10 teachers taking their Food Safe Course. This Course would be done online. The course is 6 hours with an exam to follow

## **Items Brought Forward By Committee Members**

**Next Meeting** Wednesday April 7, 2021

**Adjournment:** 8:30pm

**Motion:** Jen Jacquot      **Seconded:** Dana Wright