SFUCCS BOARD MEETING MINUTES
Wednesday, January 22, 2020
6:30 PM
UniverCity Childcare Centre
9075 Tower Road
Burnaby, BC

Name | Position | Attendance | Name | Position | Attendance | Guests
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Rebecca Sung | Staff Representative | Present | Joanne Park | Parent Representative | Present | Jacqueline Ewonus
Clement Chung | Treasurer | Present | Scott Penney | SFU Representative | Regrets | Sera Oh (Minutes)
Jaimie Cloutier | Secretary | Regrets | Mikelle Sasakamoose | Parent Representative | Present |
Deborah Cushing | Chair | Present | Jennifer Scott | Parent Representative | Regrets |
Rachel Day | Executive Director | Present | Melanie Simmons | Parent Representative | Present |
Sandi de Domenico | SFU Representative | Present | Bev Superle | Community Representative | Regrets |
Sara Eslami | Parent Representative | Regrets | Jessica Tsumura | Staff Representative | Present |
Nancy Hawkins | Vice-Chair | Present | Daniel Yang | Parent Representative | Present |
John Neilson | Parent Representative | Present | | |

1. **Welcome and Call to Order**
   - Welcome new staff representative – Rebecca Sung

2. **Consent Agenda (approval)**
   - Change to the agenda – Bargaining Liaison Committee update will be In Camera

**RECOMMENDATION**
THAT the SFUCCS Board of Directors approves the following items on the consent agenda:
- January 22, 2020 Board meeting agenda
- November 20, 2019 Board meeting minutes

First, Second, Approved

Next Board Meeting Dates (Wednesdays): May 20th, August 26th
AGM: September 16th, 2020
3. Executive Director’s Reports (information)  R. Day  6:45

3.1 Executive Director’s Report
The Board to consider a copy of the circulated report titled Executive Director’s Report to January 22, 2020

- Jacqueline Ewonus gave updates on construction of the Cracker’s yard. SFU will pay for the landscape company to build the fence and finish Cracker’s playground. The ramp and Cracker’s playground are expected to be ready by March 1.
- New 3-5 program obtained license and expected to open February 3rd
- Grant obtained for IT program.
- ED raised safety concerns for educators and staff while SFU is closed during the holidays.
- Children’s attendance was lower than the holiday attendance survey. Consider conducting survey later and reminding families to advise of changes closer to the holidays. Consider including question about holiday operations in the annual parent survey.

RECOMMENDATION
THAT the SFUCCS Board of Directors receives for information the January 22, 2020 Executive Director’s Report

First, Second, Approved

3.2 Executive Director’s Enrollment Report  R. Day  7:00
The Board to consider a copy of a previously circulated report titled Enrollment Report to January 22, 2020

- Programs are full except for 2 School Age spaces on hold until September enrollment.
- With the new 3-5 and IT programs, 36 new spaces will be created in total.

RECOMMENDATION
THAT the SFUCCS Board of Directors receives for information the January 22nd, 2020 Enrollment Report

First Second Approved

4. Treasurer’s Report  C. Chung  7:05
Treasurer conducted a detailed review of the September and October 2019 financial statements as listed in the notes section of the document

RECOMMENDATION
THAT the SFUCCS Board of Directors approves the September and October 2019 Financial Statements

First Second Approved

Next Board Meeting Dates (Wednesdays): May 20th, August 26th
AGM: September 16th, 2020
5. Committee Updates

5.1 Communication & Engagement Committee

- Naming process is ongoing
- Recommend to review the language regarding School Age programs for the annual parent survey.
- Technical aspects of annual parent survey needs to be reviewed including implementing a dialogue box.
- Website review is postponed until a new office administrator is hired.

5.2 Human Resources Committee

- Committee meeting was canceled due to the SFU snow closure and rescheduled to Feb 6

6. Other Business

- Recommended and agreed to move the next board meeting to March 4, 2020
- Nancy Hawkins noted that her status as parent ends in March and her membership will need to be continued until AGM to remain on Board

8. In Camera

9. Adjournment

RECOMMENDATION

THAT the SFUCCS Board of Directors moves to adjourn the January 22, 2020 Board meeting

First, Second, Approved

Adjourned at 8:25pm

Next Board Meeting Dates (Wednesdays): May 20th, August 26th

AGM: September 16th, 2020