SFUCCS BOARD MEETING MINUTES
Wednesday, May 19th, 2021
6:30 PM
Zoom Meeting ID: 688 5541 5252
Password: 704134

1. Welcome and call to Order
R. Day 6:35

2. Consent Agenda (Approval)
D. Cushing 6:37
- Due to Covid19 - Zoom meeting approvals would be as follows:
  1. Present recommendation
  2. Move the motion
  3. Ask all in favour
  4. Ask any opposed
  5. Approval

RECOMMENDATION
That the SFUCCS Board of Directors approves the following items on the consent agenda:
- May 19th, 2021 Board meeting agenda – with the following amendments:
  o Item #7 – remove In-Camera, and replace with Other Business: UCC Community Trust

Next Board Meeting Dates (Wednesdays): August 18, 2021
AGM: September 22, 2021
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• Item #4 - remove Clement Chung as presenting the Treasurer’s report, and replace with Daniel Yang.
• Item #5.2 - remove Jennifer Scott as presenting Governance and Nominating Committee Updates, and replace with Rachel Day

• March 24th, 2021 Board meeting minutes

Moved, all in favour, no opposed, Approved

3. Executive Director’s Reports R. Day 6:40
3.1 Executive Director’s Board Report
The Board to consider a copy of the circulated report titled Executive Director’s Report to May 19th, 2021

• Construction:
  o Chandos participating in various volunteer projects at SFUCCS: Provided materials/built new planter boxes front of office, moving of heavy items, and delivery/transport of soil for SFUCCS gardens/planter boxes.
  o Rachel has been in touch with Ledcor to address reports of construction site gates being open.
• Covid-19:
  o Discussed recent Covid-19 exposure in the New 3-5 program
  o Majority of SFUCCS staff/educators have had first Covid-19 vaccination
  o Practicum students will be given SFUCCS access code to get vaccinated
• Health & Safety Grant:
  o Funds will be used towards full program cleaning, and sanitization supplies etc.
• Sapperton:
  o No updates regarding permits
  o Rachel meeting with UHE – possibly use empty classes temporarily?
• Professional Development:
  o PD continues virtually
  o SFUCCS well represented at the ECEBC Conference event: Jacqueline as guest speaker, and Bosan presented Morningside inquiries.
• Staffing:
  o 2 educators returning from leaves
  o Several on-calls filling P/T positions
  o Potential practicum students to fill future P/T positions
  o 3x HRDC summer positions posted

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Recapping of Board meetings at the Seniors meetings
- Appreciation to the Board for the Goodie Bags given to educators

Parent Workshops
- Communication Committee identifying the need for families to connect with each other
- Jacqueline hosting Social Skills parent workshops for parents – many already registered
- Jacqueline hosting Parent Dialogue Series workshops (5 sessions) – many already registered

Childcare Appreciation Day May 20th:
- May is Childcare appreciation month
- All educators will receive an SFU Childcare Society t-shirt for recognition and appreciation

Educator Goodie Bags – well received and greatly appreciated, special thank you to Mikelle, Sid, John, Stephanie and Jen

Congratulations Morningside: recipients of the 2021 Child Care Award of Excellence in the Perseverance Rachel accepted the award for SFUCCS at the ceremony held on May 18th. The ceremony will be available via UTube link found on the Government website May 25th. Morningside will receive a plaque.

RECOMMENDATION
That SFUCCS Board of Directors receives for information the May 19th, 2021 Executive Director’s Report.

Moved, all in favour, no opposed, Approved

3.2 Executive Director’s Enrollment Report  R. Day  7:00

The Board to consider a copy of the circulated report titled Enrollment Report to May 19th, 2021

- May 2021 enrollment: 95.8%
- June 2021 enrollment: 96.6%
  - IT and 3-5 programs almost at capacity
  - Withdrawals - Infant and Toddler- 1 (Moving out of area), 3 – 5’s – 1 (moving out of area), School Age- 1(childcare no longer needed)
  - School Age: 1 space to be offered in September 2021 - the waiting list is as follows: 5 SFU, 6 Alumni (2 with UCC status as well), 4 UCC and 1 Community.

- Summer Camp Enrollment:
  - only internal children have been asked to register up until May 28th
  - Decision will be made mid-May regarding enrolling external children if necessary
  - Suggestion was made to offer half days to help collect revenue - will be considered

RECOMMENDATION
That SFUCCS Board of Directors receives for information the May 19th, 2021 Enrollment Report.

Moved, all in favour, no opposed, Approved

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4. Treasurer’s Report

4.1 Present January and February 2021 Financial Statements
Treasurer conducted a detailed review of the January and February 2021 financial statements as listed in the notes section of the document

- Board welcomed Daniel as the new Treasurer for the remaining 2020/21 Board year
- Funds from the Health & Safety Grant were used to cover expense of P/T educators working F/T (Feb to June)
- Funds from TEF was used to provide a wage enhancement to educators and for fee credits to parents in March, and to offset extra cleaning expenses.

RECOMMENDATION
THAT the SFUCCS Board of Directors approves the January and February 2021 Financial Statements

Moved, all in favour, no opposed, Approved

5. Committee Updates

5.1 Human Resources Committee
- Discussed issues regarding sense of community among parents – committee encourages ideas to help increase sense of community and strength of the society.
- Letters of appreciation to the Board from the educators were shared – common theme was appreciation for having an extra F/T educator in the programs. The Board appreciated the feedback and value of having an extra educator on the floor.
- **Item to add to the next Finance committee meeting Agenda:** where would funding come from to support an extra F/T educator?
- Covid-19 has created extra duties/protocols to educators’ daily routines

5.2 Governance & Nominating Committee
- Board Assessment Survey – to go out the Board tomorrow. Will present results at the next Governance and Nominating Committee meeting - to present to the Board in August
- Constitution and Society’s Act reviewed/updated
- Lateral transfers policy was discussed – committee agreed have policy remain the same.
5.3 Communication & Engagement Committee 

- Renaming process currently on hold as Squamish Nation focuses attention on community Health & Safety issues due to Covid-19.
- Crisis Communications Plan review/updated
- Annual Parent Survey results received – overall positive feedback.
- Communications and Engagement Committee agreed to have an extra committee meeting to review the Parent Survey before presenting results to the Board in August
- Discussed Engagement Strategies for parents, community and broader community.
- Videography of programs completed
- Updates to the website are on-going


- ED expressed concern over complacency among parents after the new Public Health Orders and guidance are issued
- Board agreed reminders to families regarding Covid-19 protocols would be very appropriate after the May long weekend.

7. Other Business: UCC Community Trust 

- UCC Community Trust has expressed interest in exiting land lease that expires in 2022.
- SFU owns the land - negotiations in progress supporting SFU to purchase building - noting maintenance costs for the living building are high.
- If SFU purchases the building, it will lend security to the programs
- Updates to be reported at the next Board meeting – Add this item onto the next Board Agenda

8. Adjournment 

RECOMMENDATION
THAT the SFUCCS Board of Directors moves to adjourn the May 19th, 2021 Board meeting.

Moved, all in favour, no opposed, Approved

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