

**Regular Meeting of the Management Committee of UWSA Day Care Center  
June 08, 2023 -4:30 om in person/ZOOM**

**In Attendance:**

- |   |                                |
|---|--------------------------------|
| 1. Kim Bhathal (Parent)<br><a href="mailto:bhathalk@hotmail.com">bhathalk@hotmail.com</a>                 | Chair, Member                  |
| 2. Justin Friesen (Parent)<br><a href="mailto:justinfr@gmail.com">justinfr@gmail.com</a>                  | Vice Chair, Member             |
| 3. Robyn Liddle (Parent)<br><a href="mailto:robynclisby@hotmail.com">robynclisby@hotmail.com</a>          | Member                         |
| 4. Donald Tang (Parent)<br><a href="mailto:donaldtang@hotmail.com">donaldtang@hotmail.com</a>             | Member                         |
| 5. Chelsea Drane (Parent)<br><a href="mailto:chelsea_ireland@hotmail.com">chelsea_ireland@hotmail.com</a> | Member                         |
| 6. Erin Panchuk (Parent)<br><a href="mailto:erinholman@gmail.com">erinholman@gmail.com</a>                | Member                         |
| 7. Nadine Vroom (Parent)<br><a href="mailto:n.b.vroom@gmail.com">n.b.vroom@gmail.com</a>                  | Member                         |
| 8. Taylor Homenick (Parent)<br><a href="mailto:taylor.homenick@gmail.com">taylor.homenick@gmail.com</a>   | Member                         |
| 9. Joshua Hofmeister (Parent)<br><a href="mailto:itmhofmeister@gmail.com">itmhofmeister@gmail.com</a>     | Member                         |
| 10. Cindy Doyle (Parent)<br><a href="mailto:cindoyle@gmail.com">cindoyle@gmail.com</a>                    | Secretary, Member              |
| 11. Ted Turner<br><a href="mailto:t.turner@theuwsa.ca">t.turner@theuwsa.ca</a>                            | UWSA Rep                       |
| 12. Christine Quiah<br><a href="mailto:vpsa@theuwsa.ca">vpsa@theuwsa.ca</a>                               | Vice-President Student Affairs |
| 13. Tomiris Kaliyeva<br><a href="mailto:pres@theuwsa.ca">pres@theuwsa.ca</a>                              | UWSA President                 |

**Regrets:**

- |                           |                  |
|---------------------------|------------------|
| Dennis Ng (Parent)        | Treasure, Member |
| Vanessa Weidman (parent)  | Member           |
| Amber Balan (Parent)      | Member           |
| James Pullar (Parent)     | Member           |
| Jennifer Jeffrey (Parent) | Member           |
| Desirae Mercer (Parent)   | Member           |
| Brandon Deamel (Parent)   | Member           |
| Annie Laser (Parent)      | Member           |

## **1.0 Start Meeting**

**1.1** Call meeting to order at order by Justin at 4:40 pm

Motion to approve agenda moved by Josh and Erin carried by consensus

## **3.0 Agenda and Minutes Approval**

**3.1** May 11, 2023 Agenda - motion to approve minutes by Josh and Erin, carried by consensus

## **4.0 Reports**

### **4.1 Daycare Director's report- Ioulia's Notes (June 2023)**

#### **4.1 Enrollment:**

- Our center is full. Capacity:106.77%
- The waitlist is over 400 children and we are adding few children daily.

#### **4.2 Staff:**

- We have 83.71% of trained staff.
- Eveline K. left. Her last day was May 26.
- We hired Fatima for the summer. She is RRC student and working in the infant room. It is a paid practicum for her.
- I found out that our cook is not returning, and the worker's compensation is not supporting her claim any longer. I hired Harpreet (CCA) for the kitchen.
- Belen (ECE II) started in a PS 2. She will replace MJ starting June 19.
- Pooja (CCA) started June 5. She is U of W student. She will work for the summer full-time and will stay as a substitute for the school year.
- Some staff had a Proloque2Go training on May 31.
- Staff meeting hold on June 6. We discussed housekeeping items and summer activities.
- Many staff are taking vacation in July-August. I will hire our MITT Student on July 4 to cover some vacation time; she will replace Lan in September.
- Iuliia was accepted to the ECE PLA program through ELCC.

#### **4.3 Program:**

- June's activity calendars were sent out.
- We are working on arranging Family Fun Day on June 9. Hopefully, the weather will cooperate. We will have a hot dog stand, guitar Garry, several games and Toybox activities.
- We are planning 2 field trips for PS 1,2,3: KID's city and children's museum.
- Several field trips were planned for PS 4,5,6 in July and August (when we will not have a green space)
- We will have several entertainers during summer months. Calendars for July and August are still finalizing.
- Our Speech and Language program is running extremely well. SLP and OT from Manitoba Possible visit the center weekly and support us with implementing "talkers". Jen Barthel training our staff by demonstrating the proper way to use iPads.
  - Minister's visit went very well. It was an informal visit and we were able to show the program and our work with children with additional support needs.

#### 4.4 Housekeeping items:

- We still need to do the painting in a few rooms.
- The countertops are falling apart (the kitchen and a few other small ones are in a rough shape).
- University working with me to replace countertops. I hope that by September it will be completed.
- Blinds were installed and fixed!
- Water tank in PS 4,5,6 area broke over May Long weekend and did a lot of damage to the area.
- Water tank was replaced but the office area is fully damaged. University will replace drywalls and will paint the room.
- We will need to replace a computer due to water damage. I requested a quote from Campfire - \$2184 is what we received and are going forward with.
- Dishwasher in the kitchen was broken. Hobart repaired it. We didn't receive an invoice yet, but it will be expensive. I am expecting a \$3000 bill.

#### 4.5 Grants:

- I attached an Excel spreadsheet with all current grants. On the bottom (highlighted in blue)
- I reserved money for the green space. 80K as we voted last meeting and \$30 K as a contingency for the program or green space.
- Green Space
- Construction will start within the next couple of weeks. (maybe June 26 - hoping to have a daytime ceremony for the groundbreaking)
- Some funding may be put towards a divider for the infant rooms.
- Grants are providing plenty and will meet our needs for toys and activities.
- Some of the grants provided opportunities for newcomer staff and families to experience places like the Children's Museum for the first time.

**4.6 Financial Report.** Accept the report as information as Dennis sent regrets.

#### **Note from Dennis as emailed in regrets, read aloud by Justin:**

"The most recent financial statement we have received is from March, 2023, which is our fiscal year end. We finished the year with a large surplus of \$125,418. This surplus is the result of several factors: loulia's ability to obtain large outside grants; loulia's careful management of the daycare's expenses; we are in the unique position of being partly funded through student fees (approximately 1.7% of total revenue); building rent and maintenance expenses are lower than they otherwise would be due to our arrangement with the University of Winnipeg.

As treasurer, I (Dennis) would also like to reiterate some of the concerns Kim has raised in her email, and that we have been discussing over the last several months: the delay in receiving audited financial statements is very concerning, as we have now completed our most recent fiscal year without having received the audited financial statements from the previous fiscal year, ended March 2022. While there is no reason to doubt the accuracy of the monthly statements, there is a possibility that our operating grant could be withheld if we do not

provide audited financial statements in a timely fashion (*note from Justin, it was almost withheld this year*). The lack of timely monthly financial statements is also a problem since we have not been able to assess the current state of the daycare's finances for several months now, as we have been receiving our monthly statements with a 2 or 3-month delay."

Dennis

Kim adds that she has been on the board for many years and has never experienced such delays or issues in terms of our financial reporting and monthly statements. As a board it is important to us to keep up to date on the finances of the daycare, especially now that we are paying the UWSA accountant for the first time. Justin and Kim request a response from UWSA on this issue on behalf of the board.

Advice on Ted's behalf that Kim and Dennis send an email outlining our concerns to Tom S., ccing Ted, Christina and Tomiris. Motion put forward by Kim and seconded by Robin, and carried by consensus.

## **5.0 New Business**

### **5.1 Increase in operating grant (Wage Grid Supplement to Operating Grant)**

Ioulia recommends we give a wage increase of 3 % with consideration to a recent wage raise in April and to leave room for a future increase. Moved by Kim and seconded by Jen. Carried by consensus.

### **5.2 Recruitment and Retention Grant (ELCC)**

Ioulia is interested in providing shoes using this grant to staff (suggested by Antu at a staff meeting). She sent an inquiry to ELCC, while they had some concerns they do agree that it is an eligible idea. Ioulia has arranged with Canadian Footwear. Staff will have to meet certain requirements. \$250 will be available per staff, which may be spent on shoes, winter boots or both. Motioned by Justin, second by Robin. Carried by consensus.

## **6.0 In-Camera**

### **7.0 Next Meeting Date and Adjournment**

**7.1 Next Meeting Date: September 14 @ 4:30**

**7.2 Adjournment 5:32**