

PGMES BOARD OF DIRECTORS MINUTES

	<u>Present</u>	<u>Absent</u>	<u>Excused</u>
Chair Cindi Pohl	6		
Vice Chair Karen Stahl	4	2	
Treasurer Michelle Baillie	5	1	
Secretary Tricia Wright	5	1	
Director Elaine Goudie	5	1	
Director Candis Johnson	2	4	
Meetings: July 2016 – June 2017			

Board of Directors' Meeting

Feb 21, 2017 6 pm

Location: Polaris Montessori Elementary School
 Meeting called by: Board of Directors
 Note Taker: Erin Priefer
 Attendees: Vice Chair Karen Stahl, Treasurer Michelle Baillie, Secretary Tricia Wright, Director at Large Elaine Goudie, Programs Manager Shelley Bond, Erin Priefer, Raylene Anderson, Tim Yule, Samantha Mowat, Janel Stewart, Natasha Wainwright, Denise Rahn, Heather Stillwell, Jessica Burke.

1. Agenda

Motion: Tricia Wright
 To accept the agenda.
Carried

. Motion: Karen Stahl
 To accept the minutes.
Carried

2. Vice Chair Report

- An EFAP program has been added to the employee benefits since it helps support the new HR policies that have been drafted to ensure our employees have the support they need. The new policies will be passed out to board members tonight to be read and then approval will be voted on by email.
- Heather Stillwell has been invited to join the society as an interim director.

. Motion: Karen Stahl
 To accept Heather Stillwell as interim director.
Carried

3. Treasurer Report

- There will be a few fee increases in the programs to bring our fees in line with the rest of the programs in town. Full time care will increase from 700 to 720. Full school day will increase from 550 to 570.
- There will need to be more consistent work done for the membership drive for the society to raise enough money for professional development. We will be moving forward to promote it consistently at school events.

4. Promotions

- There was an ad placed in the citizen as a thank you to all of our donors from the past year.
- Open house and kindergarten registration were also advertised again this year.

5. Fundraising

- The Casino night will be booked for April 7th at Artspace. We will be needing volunteers to help out.
- The membership drive did not do as well as hoped – we will need to try some new tactics like placing a fundraising thermometer in the school where everyone can see it.
- The Gala has been booked for May 27th at the Coast.

6. Grants

- Shelley and Erin applied for the Canada BC Job Grant to fund some professional development for two staff members in the childcare programs. It was approved and will cover 2/3 of their costs for all 3 components.

7. Elementary

- The school is full as of now, and there are currently 12 non kindergarten students on the waitlist.
- The district is going to be phasing out their old system of code red and yellow etc and replace it with a newer, more descriptive system that will hopefully make it easy for parents to understand the action needed from them during emergencies.

Adjourned 7:10 pm

Upcoming Dates:

PMGES Meeting: Mar 28, 6:00pm at Polaris.

PMGES Meeting: Apr 25, 6:00pm at Polaris.

PMGES Meeting: May 23, 6:00pm at Polaris.

Casino Night to be held on April 7th at Artspace.

Grand Opening to showcase renovations at Polaris Apr 21.

Gala to be held on May 27th at the Coast Hotel.

Spring Carnival in May
