



KIDS Child Care – Minutes of 2024/2025 AGM

Charitable Registration Number: 118986850 RR0001

February 7, 2024

Annual General Meeting (AGM) dated Wednesday February 7, 2024

Held: KIDS Child care, 236 Ross Dr, (Leaders room), additionally via ZOOM.

In Attendance (either 'in person' or via ZOOM):

KIDS staff: Sommer Sinclair (ED), Jessica Alvarez (VH Facility Manager)

KIDS Executive Director: Sommer Sinclair

Board of Directors: Sunshine Gudlaugson, Wes Kinna, Travis Booth, Maja Boyle, Julie Hung, Maureen Hartfiel, Erica Wong, Grace Steyn, Beatrice (Bea) Omolo

Members Present: 39 total

Ana Felix	Kristine Byers
Andrew Jessiman	Laurel Oleary
Ankita Sanawar	Lynette Singh
Ashley Barnes	Magda Bakalos
Ashley Foresberg	Maja Boyle
Camille Torrado	Maureen Hartfiel
Caroline Ivziku	Monica Grewal
Catherine Crowe	Ola Borgon
Chaina and Louis Wong	Ramon Brar
Chelsea Lee	Renato Felix
Cory Bensen and Emma Hands	Sam McDonald
D Prime	Sandy Croolx
Erica Wong	Stefanie Teo
Gabby Lalaw	Sunshine Gudlaugson
Gabriella Onedo	Tegan Cheremkova
Grace Steyn	Travis Booth
Jason Hockley	Tvyet Le
Jessica Ching	Viame Ovr
Julie Hung	Wes Kinna
Katie Brown	

1.0 Welcome and Introductions, call to order

1.1 Welcome all KIDS members and staff attending the meeting

1.2 Call to order

The meeting was called to order at 7pm.



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1.3 Quorum Report

There are **10** voting board members of the Kolumbia Inn Daycare Society at the time of call-to-order. The Constitution and By-laws requires 50% of eligible voters present to constitute a quorum. (*Bylaws previously provided and available upon request*)

As **39** eligible members were present at call to order, quorum was established and the meeting was declared competent to deal with the business at hand.

2.0 Approval of previous AMG minutes of February 22, 2023

- Minutes previously circulated by email to be reviewed prior to meeting

Motion to approve the AGM minutes of February 22, 2023

Moved, Seconded. For (39), opposed (0), abstained (0)

CARRIED

3.0 Approval of the Agenda

Agenda to be shown on screen.

Motion to approve the agenda

Moved, Seconded. For (39), opposed (0), abstained (0)

CARRIED

4.0 Executive Director's report

2023 Operational Review:

Growth:

Child Care Programming: Over the last year we have been able to operate at 95-98% capacity across all programs at both our Victoria Hill and Queensborough locations. On March 1, 2023 we opened the doors of our new and expanded Queensborough KIDS location! With the larger facility and the addition of 6 new employees, we were able to expand our preschool aged program from 16 children to 25 and introduce a brand new infant and toddler program for up to 12 children ages birth- 36 months.

Skwo:wech – Originally we had planned to put forth a motion to discontinue service to Skwo:wech. After some conversations and considerations, we have decided to keep Skwo:wech as one of our serviced schools. The new lottery system that has been introduced by the New West School Board can potentially affect where the children in our community end up going to school and as a result, we might see an increase to the number of families that attend Skwo:wech and need care.



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Staffing: Our child care programs are operated by our incredible staffing team. Over the last year, we have introduced 6 new staff to the Queensborough location. We have added 2 new positions, an assistant facility manager at Queensborough and a facility manager at Victoria Hill. These new positions allow for better program delivery, communication and organization. We are also continuing to try and increase our pool of casual staff for vacation and sick day coverage. In December, we increased staff wages to keep up with industry standards and continue our work at retaining our amazing staff.

Continuing Education for Staff: to allow for growth and development in our workplace, we continued to provide professional development opportunities to staff through 2023. On our annual February professional development day, staff attended the beloved “Children, the Heart of the Matter” conference. Several staff have been certified in Food Safe and we continue to look for more opportunities for growth through new and exciting workshops.

Relationships:

Teaching Facility: Victoria Hill and Queensborough have continued our relationships with local colleges having students join us from Douglas, Spratt-Shaw, VCC and other colleges across BC. These working relationships have allowed us to support the training of new Early Childhood Educators by providing them with a practicum placement space. These practicums allow KIDS and QKIDS staff to showcase their experience and knowledge while mentoring the students at the beginning of their ECE journeys.

Community Connections: We have continued our work with the City of New Westminster as the new Queensborough KIDS came to fruition. We are extremely grateful for this community partnership, without which, Queensborough KIDS may not be what it is today. Each year, Queensborough KIDS is invited to participate in the community held Queensborough Children’s Festival. This event takes place each summer at the Queensborough Community Centre and showcases mostly local organizations and resources. We use this as a great opportunity to connect with the families in our community and promote our popular and sought after child care programs.

Volunteering and Fundraising: We see continued volunteer contributions from our families as they share their expertise and valuable time in forming our Society’s Board of Directors. Fundraising efforts have been extremely successful in raising funds for new toys, games and books and for that we thank you. Having the ability to work together as a team strengthens our relationships which in turn contributes to the essential functioning of our Society.

Sustainability:

Parent Fees: Fiscal sustainability and affordable child care fees for families continue to be important for the Society’s long-term planning. In December 2022, Victoria Hill saw the adoption of the \$10-a-day funding model. In December 2023, we completed our first year under this model and we continue the second year of our funding agreement into 2024. Last year we were unable to apply for Queensborough as the transition to the new site was still happening and we were unable to meet all the criteria. It is our intention to apply for Queensborough in the next round of intakes. While we wait for this opportunity, we continue to work with the Government of BC to provide reduced parent fees under the Child Care Operating Funding Program and the Child Care Fee Reduction Initiative. We also support



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families who qualify for the Affordable Child Care Benefit and other financial assistance programs such as funding through Metis Nation BC.

Grants: As a non-profit society, we rely on grant money to help us fund larger maintenance tasks. In 2023 we received a grant from the City of New Westminster to replace the reading rug in the preschool program and add some inclusive, diverse books into our library at Victoria Hill. When the books and rug were delivered, we invited Mayor Johnstone to come and read a few of our new books to the preschool children. We also received a grant from the City of New Westminster this past December to replace the chairs in the preschool room in the Queensborough location.

Looking Ahead:

Queensborough KIDS: We will apply to the \$10-a-day funding model when applications open. We are also working with local funding organizations to bring back a snack program to Queensborough.

Victoria Hill: We will continue to work with families to reflect on how we can improve services and programming. We will continue to search for grants and volunteer contributions to work on maintenance tasks such as indoor painting, playground and garden upkeep.

Staff Team:

We will thrive to provide a kind, inclusive and respectful workplace for our amazing staffing team and support a culture of growth and development by offering continued opportunities for professional development.

Community: We will seek out community organizations and opportunities to help expand programming and support for our children and families.

Thank you for your patience and understanding over the past 6 months as I settled into my new role as Executive Director. It truly is a privilege working for KIDS. To the Board of Directors and staffing team, thank you for your commitment and passion. You allow us to be the best possible version of us.

Sommer Sinclair, Executive Director

5.0 Treasurer's report

KIDS 2024 AGM Treasurer's Report, Travis Booth

Centre



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- Improved Staff wages.
 - About a 6% increase, in keeping with other Metro Vancouver ECE rates
 - We've improved our wage grid that accounts for experience, position, and education similar to union.
- Switched benefits providers
 - Overall lower per user fees, able to bring everyone on, with option for causal staff to join at their cost
- Accountant retired, hired new accountant firm
 - Not a sole practitioner, should provide more timely and quality accounting records
 - Will provide the financial review required by \$10/day
- Divided the work of the ED by having a full time facility manager at each facility directing more of the day-to-day and week-to-week requirements to allow the ED to focus more on monthly and annual requirements
 - \$10/day has allowed us to fund this position, making the role more sustainable and creating more cross-training and collaboration amongst the management positions.
 - Really proud at how much Sommer has accomplished in a short order. Communication has been really good. I'm excited

Victoria Hill

- First complete year with \$10/Day
- Re-worked budget for \$10/day uses all of the available budget, except for the 5% contingency allotted by \$10/day
- This year's Victoria Hill budget include a 2.78% increase prescribed by \$10/day

Queensborough

- New Westminster lease and utilities costs are now finally stabilized with the new facility up and running for some time
- We're prepared for submitting a \$10/day application this year, should the expression of interest be announced
 - Likely this would be in July - following a selection period, if we're chosen we could be in the program this November.
 - There's no official announcement or guarantee we will be selected but we're hopeful they will continue to expand the program.



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- In the mean time, we continue to be eligible for the up-to \$900 per month child care fee reduction initiative
- This year's Queensborough budget includes a 3% increase to the total fees before the child care fee reduction.
 - Necessary to keep pace with inflation.
 - Doesn't cover all of the increase costs from previous year but there was a healthy contingency. We're keeping to 5% contingency. This allotment is the same as \$10/day and seems like a good balance to keep fees as low as we can while still planning for unforeseen costs.

Upcoming initiatives

- Queensborough \$10/day
- initiating playground equipment refreshes - Perusing Gaming grant to help this
- We should have our ducks in a row this year with Bylaws revised and accounting records, when we apply for this.
- During COVID a number of grant sources were available that expired in 2022 and early 2023, and sources like New West are tightening their belts but with improved justification and accounting I'm hoping we can qualify for these things.
- Renewing Victoria Hill's \$10/day for 2025
- 2 year contract ends November 2024
 - At this time there will be another financial review done by the accountant
 - We will coordinate with \$10/day to reconcile all of the excess funds we have remaining.

6.0 Chair & Co Chair Report

KIDS Staff

A big shoutout and thank you to all the amazing KIDS staff who work incredibly hard every day taking care of our children. We are grateful for all their hard work and dedication.

QB Snack Program

We are in progress and working hard to get the QB snack program funded and running. We are hoping funding will get approved for 2024.

Bylaws

A massive shoutout to Travis for taking a lead and spending countless hours modernizing our bylaws and bringing them all upto date.



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7.0 Special Resolution “A” Constitution and Bylaw Alteration

Motion to:

CONSIDERATION OF 3/4 VOTE SPECIAL RESOLUTION “A” BYLAW AMENDMENT

WHEREAS The members of Kolumbia Inn Daycare Society (K.I.D.S.), pursuant to, Division 4 of the Societies Act SBC 2015, c.18 may amend the Constitution and Bylaws of their not-for-profit society;

AND WHEREAS The members of Kolumbia Inn Daycare Society (K.I.D.S.) wish to amend the Constitution and Bylaws of their not-for-profit society;

BE IT RESOLVED by a 3/4 vote resolution of the members of Kolumbia Inn Daycare Society (K.I.D.S.) at this General Meeting that the Constitution and Bylaws of their society be repealed and replaced in their entirety as follows, such alteration to be effective upon the filing of an Alteration to Constitution and Bylaws in prescribed form on BC Societies Online as per attached "KIDS Bylaws and Constitution-2024AGM.pdf

Moved, Seconded. For (39), opposed (0), abstained (0)

CARRIED

8.0 Election of Board of Director members

8.1 The following Board Members elected last year (AGM Feb 22, 2023) have consented to continue their 2-year volunteer term for the 2023/2024 year:

- Travis Booth (re-elected board member for 2023/2024)
- Maja Boyle (new board member for 20243/2024)
- Sunshine Gudlaugson (re-elected board member for 2023/2024)
- Julie Hung (new board member for 2023/2024)
- Wes Kinna (re-elected board member for 2023/2024)
- Maureen Hartfiel (new board member for 2023/2024)

A sincere thank you to all of the members of the 2023 KIDS board of directors. At this time, the floor is opened for nominations of the 2023/2024 board of directors. All KIDS members present may vote for the election or re-election of board members.

8.2 Election of Board Members

1. Sunshine Gudlaugson (VH)
2. Wes Kinna (VH)
3. Travis Booth (VH)
4. Maja Boyle (VH)



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5. Julie Hung (QB)
6. Maureen Hartfel (QB)
7. Erica Wong (QB)
8. Monica Grewal (QB)
9. Ana Felix (QB)
10. Catherine Crowe (QB)
11. Tegan Cheremkova (VH)
12. Magda Bakalos (VH)

Motion to approve the election of the 2023/2024 board members

Moved, Seconded. For (39), opposed (0), abstained (0)

CARRIED

9.0 Election of Executive Committee of the Board of Directors

9.1 The Executive Committee shall comprise of the Chairperson, Vice-chairperson, Treasurer, and Secretary.

The Executive Committee positions were all elected by acclamation.

Executive Committee for 2023/2024 to be:

- Chairperson: Sunshine Gudlaugson
- Vice-Chairperson: Wes Kinna
- Treasurer: Travis Booth
- Secretary: Maja Boyle

Moved, Seconded. For (39), opposed (0), abstained (0)

CARRIED

10.0 Closing Remarks / Adjournment

Motion to adjourn the meeting at 8:01pm

Moved, Seconded. For (39), opposed (0), abstained (0)

CARRIED