

**Board of Directors Meeting
Shilo MFRC
Minutes
January 30, 2025**

Name	Position	Attendance
CHRISTINE WRIGHT	Chair	Present
EVAN ROBICHAUD	Vice-Chair	Regrets
NICOLE ZILER	Treasurer	Present
CATHERINE COLE	Secretary	Present
MEGAN NOCQ-MACRAE	Member	Present
MARY O'CALLAGHAN	Member	Present
ROB LAVIN	Executive Director	Present
LT. PETER NADASADY	Base Rep	Regrets
CPT. MARSHALL MAINPRIZE	Ex-Officio 1RCHA	Regrets
CPT. KRUK	Ex-Officio 2PPCLI Rep	Regrets
CHRIS CABLE	Daycare Director	Regrets
KAILEN HARTE	Assistant Daycare Director	Present

Item	Agenda	
1.	Call Meeting to Order	
	Meeting called to order at pm	
2.	Introductions	
	Welcome	
3.	Agenda	
	1. Motion to approve the agenda as presented from 30 January 2025. a. motion: Christine Wright b. second: Evan Robichaud c. All in favour - motion carried	Motion Carried
4.	Previous Minutes	
	1. Motion to approve the meeting minutes from Shilo MFRC BoD Meeting Minutes 28 November 2024 2. motion: Christine Wright a. second: Mary O'Callaghan b. All in favour - motion carried	Motion Carried

5.	Old Business	
	<ul style="list-style-type: none"> a. Outstanding from Previous Minutes: <ul style="list-style-type: none"> 1) Board Policy <ul style="list-style-type: none"> 1. By-Laws 2. Possible special meeting to discuss the bylaws b. Emailed Motions: <ul style="list-style-type: none"> 1) n/a 	
6.	Committee Updates	
	<ul style="list-style-type: none"> a. <u>Executive / Advisory Committee Updates:</u> b. <u>HR Committee Updates:</u> <ul style="list-style-type: none"> 1) Employee Policy Manual <ul style="list-style-type: none"> 1. Open for revisions/comments in drive 2) Audit Quote Requests c. <u>Finance Committee Updates:</u> <ul style="list-style-type: none"> 1) November Package <ul style="list-style-type: none"> 1. Motion to approve November package as presented: Nicole Ziler 2. Second: 3. All in favour 2) December Package <ul style="list-style-type: none"> 1. Motion to approve December package as presented: Nicole Ziler 2. Second: 3. All in favour 3) Payroll/HR Software 4) MFS Report 5) Budgets 6) GIC 7) Youth Centre d. <u>Child Services Committee Update:</u> <ul style="list-style-type: none"> 1) Policy Review 2) Holiday Closure (Motion) 3) Employee Priority for Daycare (Motion) 4) Impairment Reporting and Child Safety Procedure 	<p>Motion Carried</p> <p>Motion Carried</p>
7.	New Business	

	<ul style="list-style-type: none"> a. Recognition b. Correspondence <ul style="list-style-type: none"> i. Ecole La Source Funding Request a. Miscellaneous 	
8.	ED Report	
	1. See drive for report	
9.	Children Services Update	
	1. See Drive for report	
10.	Ex-Officio Reports	
	<ul style="list-style-type: none"> 1. CFB Shilo: nil 2. 1 RCHA: nil 3. 2PPCLI: nil 	
11.	Volunteer Hours	
	1. Please communicate monthly volunteer hours to the Vice-Chair	All Members
12.	Round Table	
	Next Meeting – February 27, 2025	All Members
13.	In Camera	
		All Members
14.	Adjournment	
	<ul style="list-style-type: none"> 1. Motion to adjourn meeting at pm. <ul style="list-style-type: none"> a. motion: Christine Wright b. second: c. All in favour 	Motion Carried

Signed,

 Christine Wright
 Board Chair
 Shilo MFRC Board of Directors

 Catherine Cole
 Secretary
 Shilo Board of Directors

Shilo Military Family Resource Centre
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Date Approved: