

**Board of Directors Meeting
Shilo MFRC
Minutes
February 24, 2025**

Name	Position	Attendance
CHRISTINE WRIGHT	Chair	Present
EVAN ROBICHAUD	Vice-Chair	Present
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	Present
KAILEN HARTE	Assistant Daycare Director	Present

Item	Agenda	
1.	Call Meeting to Order	
	Meeting called to order at 17:35pm	
2.	Introductions	
	Welcome	
3.	Agenda	
	1. Motion to approve the agenda as presented from 24 February 2025. a. motion: Christine Wright b. second: Mary O'Callaghan c. All in favour - motion carried	Motion Carried
4.	Previous Minutes	
	1. Motion to approve the meeting Shilo MFRC BoD Meeting Minutes 30 January 2025 2. a. motion: Christine Wright b. second: Megan Nocq-MacRae c. All in favour - motion carried	Motion Carried

5.	Old Business	
	<p>a. Outstanding from Previous Minutes:</p> <ol style="list-style-type: none"> 1) Board Policy <ol style="list-style-type: none"> 1. By-Laws 2. Possible special meeting to discuss the bylaws <p>b. Emailed Motions:</p> <ol style="list-style-type: none"> 1) n/a 	
6.	Committee Updates	
	<p>a. <u>Executive / Advisory Committee Updates:</u></p> <p>b. <u>HR Committee Updates:</u></p> <ol style="list-style-type: none"> 1) Meet closer to AGM time to review policy updates <p>c. <u>Finance Committee Updates:</u></p> <ol style="list-style-type: none"> 1) January package <ol style="list-style-type: none"> 1. Nothing to note ○ -\$9.00 GST Payable on Balance sheet ■ Supposed to be a receivable (for scholastic) ■ Clay making the change now ○ Base Support: only 50% received so far. Have received Q3 and Clay has sent the bill for Q4. 2. Motion to approve January Package as presented: Nicole Ziler 3. second: Evan Robichaud 4. All in favour 2) BDO Update <ol style="list-style-type: none"> 1. Willing to drop price by \$1,000 after Clay spoke to them ○ Have the engagement letter and Clay will sign tomorrow 2. ○ Brings it down to 16,450 + 7% technology and admin fee 3) MFS Update <ol style="list-style-type: none"> 1. Teams call with Krystan & Kara-Lee: overview of what they recommended for funding not accounting for government gov't cuts ○ What we asked for and what 	<p>Motion Carried</p>

	<p>they recommended was only 3.18% less around \$34K ○ Emergency funding included in the amount ○ Will send us what was not funded ■ Likely some of the activities snacks/beverages/hospitality/etc. ○ Able to keep Carla on full-time with this as no cuts to positions</p> <p>4) Grants Update</p> <ol style="list-style-type: none"> Recommendation to support come from surplus ○ From the Ground Up (Provincial) ■ LED sign & structure ■ 2 LED digital kiosks ■ Cost:\$79,421.61 ■ Request to Province \$62,577.29 ■ Cost to MFRC: \$15,644.32 ■ RPOU Time: \$1,200.00 ■ End March to mid April timeframe ○ Outdoor ECE Grant (Province) from Surplus ■ Support playground equipment for expansion in the new 24 spot room ■ Cost: \$63,792.96 (FOB Shipping + subcontract installation) ■ Request to Province: \$25,000 ■ MFRC: \$38,792.96 ○ Total from MFRC: \$54,437.32 ○ Total from Province:\$88,778 <p>d. <u>Child Services Committee Update:</u></p> <ol style="list-style-type: none"> Transportation Policy Review <ol style="list-style-type: none"> Motion to approve transportation policy as presented: Christine Wright Second: Megan Nocq-MacRae All in favour 	Motion Carried
7.	New Business	
	<ol style="list-style-type: none"> Recognition Correspondence <ol style="list-style-type: none"> Governments of Canada and Manitoba Make Significant Investments in Child Care Spaces, Professional Training and Curriculum Miscellaneous 	
8.	ED Report	
	<ol style="list-style-type: none"> See drive for report Rob Lavin: reviewed progress on goals since Strategic Planning Meeting, around 1 year ago 	
9.	Children Services Update	
	<ol style="list-style-type: none"> See Drive for report Waiting List Update: 	

	a. 115 Children – 86 military children / 7 MFRC children / 22 civilian children. - 13 Unborn - 57 Infants - 35 Preschool (2-5 years) - 4 School-Age - We have 12 open spaces in School-Age. All children on the School-Age list have all been offered a spot and declined, asked to be put to the bottom of the list and we do not have a waiting list now for school-age. Should anyone be added to the list, they will get into the program immediately.	
10.	Ex-Officio Reports	
	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 – March 27th @ 5:30pm 1. Rob Lavin: a. Thursday: March 20th, 2025 BComd Brandon Chamber of Commerce Luncheon Keynote Speaker	All Members
13.	In Camera	
		All Members
14.	Adjournment	
	1. Motion to adjourn meeting at 6:38 pm. 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: