

**Board of Directors Meeting
 Shilo MFRC
 Minutes
 October 29, 2025**

Name	Position	Attendance
NICOLE BLANCHETTE	Chair	Present
EVAN ROBICHAUD	Vice-Chair	Virtual
MARY O'CALLAGHAN	Treasurer	Present
CATHERINE COLE	Secretary	Virtual
MEGAN NOCQ-MACRAE	Member	Regrets
JACQUELINE BEATTY	Member	Present
DON THOMSON	Member	Regrets
SYDNEY NAULT	Member	Present
ROB LAVIN	Executive Director	Present
LT PEYTON HABRAKEN	Ex – Officio Base	Regrets
LT MITCHELL SMART	Ex-Officio 1RCHA	Regrets
CAPT LYNCH	Ex-Officio 2PPCLI	Present
CHRIS CABLE	Daycare Director	Present
KAILEN HARTE	Assistant Daycare Director	Regrets

Item	Agenda	
1.	Call Meeting to Order Meeting called to order at 17:38 pm	
2.	Introductions Welcome <ol style="list-style-type: none"> Interviewed potential board members present for meeting Dwight (RBC) present in meeting Virtually to discuss surplus in budget and give recommendations for same re investments. Investment coming due on Nov 7th Mel- potential new board member in attendance for meeting 	
3.	Agenda <ol style="list-style-type: none"> Motion to approve the agenda as presented from 29 October 2025. <ol style="list-style-type: none"> motion: Nicole Blanchette second: Jacqueline Beatty All in favour 	Motion Carried

4.	Previous Minutes	
	<ol style="list-style-type: none"> 1. Motion to approve the meeting Shilo MFRC BoD Meeting Minutes 25 September 2025 : <ol style="list-style-type: none"> a. Motion: Nicole Blanchette b. second: Mary O'Callaghan c. All in favour 	Motion Carried
5.	Old Business	
	<ol style="list-style-type: none"> 1. <u>Outstanding from Previous Minutes:</u> <ol style="list-style-type: none"> a. Strategic Planning <ol style="list-style-type: none"> i. To schedule another strategic planning session with board and staff. Possibly in February. Facilitated through WestCan- Rob to obtain quote 2. <u>Emailed Motions:</u> 	
6.	Committee Updates	
	<ol style="list-style-type: none"> 1. <u>Executive / Advisory Committee Updates:</u> <ol style="list-style-type: none"> a. Board Applicants 2. <u>Finance Committee Updates:</u> <ol style="list-style-type: none"> a. September package <ol style="list-style-type: none"> 1. Motion to Approve September Package as presented: Mary O'Callaghan 2. Second by: Jacqueline Beatty 3. All in favour b. Investment Renewal <ol style="list-style-type: none"> 1) Motion to invest \$216,588 plus any interest payable at time of renewal in a 5 year GIC fixed rate.: Mary O'Callaghan 2) Second: Catherine Cole 3) All in favour c. MFS Budget 26-27 <ol style="list-style-type: none"> 1) Motion to approve MFS Budget as presented: Mary O'Callaghan 2) Second: Jacqueline Beatty 3) All in favour d. MFS Q2 Financial Report <ol style="list-style-type: none"> 1) Motion to approve MFS Q2 Financial report as presented: Nicole Blanchette 	<p>Motion Carried</p> <p>Motion Carried</p> <p>Motion Carried</p>

	<p>2) Second: Catherine Cole</p> <p>3) All in favour</p> <p>3. <u>Child Services Committee Update:</u></p> <ul style="list-style-type: none"> a. ISP Update 1) ISP support from province to come in b. Transportation update for Ecole la Source 	Motion Carried
7.	New Business	
	<p>1. <u>Recognition</u></p> <ul style="list-style-type: none"> a. <u>Early Learning Centre Staff</u> <p>2. <u>Correspondence</u></p> <ul style="list-style-type: none"> a. <u>Message from CDS</u> b. <u>Q3 Funding Notification</u> c. <u>MVFSP Funding Process</u> d. <u>Compliance & Assurance confirmation</u> e. <u>Board Training: MFS Empower your Board</u> <p>3. <u>Miscellaneous</u></p> <ul style="list-style-type: none"> a. Spookghetti luncheon – United Way b. Indigenous Veterans Day Nov. 7th c. Board Member Resignation d. MOU 6.4.9: CO, ED, Board Chair (Must meet quarterly for discussion set for – Nov 6 @1100) 	
8.	Daycare Report	
	<p>1. Report Review</p> <p>a. Waiting List update:</p> <ul style="list-style-type: none"> 142 on list in total 1. 104 military 2. 11 MFRC-NPF- Civilian DND 3. 1 MFRC ECE employee 4. 27 Civilian ii. unborn iii. 71 infant iv. 52 preschool v. 13 school age <p>b.</p>	
9.	ED Report	
	<p>1. Report Review</p>	
10.	Ex-Officio Reports	

	<ol style="list-style-type: none"> 1. CFB Shilo: <ol style="list-style-type: none"> a. Nil 2. 1 RCHA: <ol style="list-style-type: none"> a. Nil 3. 2 PPCLI: <ol style="list-style-type: none"> a. Nil 	
11.	Round Table	
	<ol style="list-style-type: none"> 1. Volunteer hours- Please send to vice chair 2. Next Meeting – 26 November 2025 at 1730 3. Can we ask the units for funding and not just CFB Shilo Base Side? <ol style="list-style-type: none"> a. For 1 RCHA if it specifically benefits those members 4. Nicole: Maybe working with Carla to re-vamp our board application process. To streamline it, update interview questions. Possibility of forming a committee to tackle this possibly. 5. Adding Sydney Nault to child services committee- to get into contact with Chair head Megan to set this up 	All Members
12.	In Camera	
	<ol style="list-style-type: none"> 1. In camera: 1950 2. Out of camera at 1957 3. Motion to approve a one-time bridging incentive for ELCC Assistant Director II, while finishing schooling for ELCC AD III: Nicole Blanchette <ol style="list-style-type: none"> a. Second: Evan Robichaud b. All in favour 	Motion Carried
13.	Adjournment	
	<ol style="list-style-type: none"> 1. Motion to adjourn meeting at 20:03 pm. <ol style="list-style-type: none"> a. motion: Nicole Blanchette b. second: Catherine Cole c. All in favour 	Motion Carried

Signed,

Nicole Blanchette _____
 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: