

CSMFRC Board of Directors Meeting **MINUTES**

Date: January 26th, 2025

Time: 6:00pm

Where: ZOOM & Building 100 (MFRC)

In attendance: Kendra, Adam, Emily, Katie,
(V) Kevin, Pat, Lindsey, Jane

Regrets: Tony, Mackenzie, Avery

Attachments: M&A Report, Daycare Report, 241119 Minutes, Q3 Report

Secretary: 

Board Chair: 

Date: 1 May 2025

AGENDA

1. Call to Order

Kevin 6:01pm

- a. **Land Acknowledgement:** *I would like to begin by acknowledging that we are on treaty land, referred to as Treaty 6 Territory and that 17 Wing Detachment Dundurn and all the people here are beneficiaries of this treaty. Treaty 6 encompasses the lands of the Cree, Dakota, Nakota, Saulteaux (SO-TOE) and the homeland of the Métis Nation. We are dedicated to ensuring that the spirit of Reconciliation and Treaty 6 is honored and respected. This acknowledgement also reaffirms our relationship with one another, and we are committed to move forward in partnership with Indigenous Nations in the spirit of reconciliation and collaboration.*

2. Adoption of Agenda:

MOTION: To adopt the agenda as presented

Made by: Pat

Seconded By: Emily

Carried – ALL

3. Adoption of Minutes

- a. November 19th, 2024 Minutes

MOTION: To adopt the minutes of the November 19th meeting

Made by: Pat

Seconded By: Adam

Carried - ALL

4. Adoption of E-votes:

- a. None at this time

5. Old Business:

- a. Correspondence with MFS: RE: Advisory Team member

Kendra spoke about this correspondence from MFS who she thought it was initially from but it was another board chair that had sent the message out looking for insight and input from other board members throughout the MFRC's that would be interested in joining this MFS AC (Advisory Council). Pat recommended Kevin and Kendra was thinking that Kevin would be a good candidate for the position. Kevin will reply to let them know that he will be on board.

- b. Volunteer Appreciation: please RSVP to Megan

Kendra reminded the board members that there is a volunteer appreciation event upcoming and to please RSVP with Megan if you can attend.

6. Reports:

- a. Daycare: (details attached in separate document)

- i. Relicensing

We got on the horn with relicensing early and it is in progress right now

ii. Grant Updates

1. PD, Retention, Recruitment

All 3 of these grants we have been able to utilize effectively for the daycare, we have been able to provide signing bonuses for people that are hard to come by as well as a fair amount of professional development among the staff.

2. Repair/Maintenance

Jena has been looking at options and being creative with ideas for spending this grant as there are so many restrictions with the property being provided to us through the detachment so she has been looking at hiring a painter to come in and repaint the walls as the contractors on site cannot match the colour any longer.

3. Summer Student

This grant they have come back requesting more information so this is good news as it may mean that they will process an approval for the daycare this summer!

iii. Enrolment

Zero issues, we are sitting at almost max capacity and going very well in terms of military and civilian members.

iv. Financials

We are sitting in a surplus right now so we are monitoring this nearing the year end and we hope to purchase some new furniture or important items that may need “refreshed” in the daycare currently.

b. Chairperson:

Kevin touched base on the MFS correspondence and wanted to reiterate to other board members to please look into the board training and that it is very easy to manage and initiate starting it. They are expecting a 10% cut, but they are hoping for a 2.5% increase.... and they said that MFS has expressed that it will not be any more than a 25% cut

c. Military OPI: Not in attendance

d. Treasurer: Nothing to report, no concerns

e. Management and Administration: (details attached in separate document)

i. We are to expect a 10% cut but we are hoping our numbers do not feel that !

ii. Heidi and I feel that our projections for this years’ funding and hope to spend this specific grant that was given to us that was focused on childcare so we initiated a day camp reimbursement program that has not been utilized as best that we thought it might.

iii. Linda Joyes, our lovely daycare assistant director had a surgery and is off for a certain amount of time, we wish her the best and a speedy recovery! We have initiated a term supervisor position for Vanessa for the time that Linda is away and she is more than capable, we are very fortunate to have her step into the role with some more responsibility.

iv. On the office side, we have annual reviews coming up for all of the staff so please let me know if you have any input that you would like in the reviews.

v. We receive a very good amount of donated funds from local legions etc, and I am going to be getting out more visiting in legions to ensure that we still receive those funds in years to come!

vi. I am on holidays from Thurs – Thurs and back Feb 7, we have a variety of upcoming events; family snow tubing, a bus trip to moose jaw for women's day, self defense classes, valentines take home kits etc.

- The det CO has approved mbrs to take the bus trip to Moose Jaw, they just need to request the day and it will be supported if mbrs and/or their families’ want to attend with us.

- We are looking forward to planning a “Ask Me Anything” event that will bring a military focused bunch of groups

- vii. - We are noticing an influx of issues with families that have mbrs that are on training or away on courses, so we are looking at the bigger picture and hopeful to gain more insight on how to prevent this from happening in the future.
- viii. - We have noticed an ongoing issue with people not showing attendance at events that we host and with people that make it an ongoing thing and then expect that it will be OK in the future but we cannot implement repercussions as we want people to know that they are still able to come to us but we also do not want to be feeling like this ongoing and our staff feeling like failures with these processes. Kevin expressed that people cannot have it both ways and expect it always to be that way. It is unfortunate that it hurts our optics, especially when people do not contact us to let us know when they are not coming.

7. New Business:

a. Q3 Report

- B.1 is the staffing cost and is underspent for a reason as we like to leave enough open for Q4 due to the SL, VL etc that needs to be accounted for.
- BOD support was the YSU invoice that this was allocated to came in all at once so the 2500 was paid all at once.

MOTION: To approve the Q3 Report for signature

Made by: Emily

Seconded By: Adam

Carried – ALL

b. BOD Member Recruitment

- Last point is the fact that we are expecting some postings coming up this APS so I just want everyone to start thinking about some BOD members. Adam mentioned putting a note in the welcome package for the board of directors that may entice some incoming members / spouses. Kevin mentioned that in his MFS board meeting they stated that each province has rules, and it is up to each organization to implement rules on members being on the board out of province.

8. In Camera Session: not needed at this time

9. Next Meeting:

- a. Should be early April, and will maybe be an e-vote meeting option unless anything else comes up prior to that!

10. Adjournment made by Pat at 6:50pm