

Burrillville Extended Care (BEC)

Board of Directors

Minutes

January 6th, 2015

Called to Order and Attendance/Review Agenda:

Meeting called to order-by Juliette Lopez-Recinos @ 6:30pm

Members Present-Juliette Lopez-Recinos, Dawn Williams, Greg Devlin, Laura Fontaine

Members absent:

Members Excused: Alyssa Iadarola

Others Present- BEC Kelly Cournoyer Director and Assistant Director Lisa Nault, Office Manager Shannon Murphy

New Members: none

Minutes of November 5th 2014 to be accepted :

Laura Fontaine accepted the minutes Dawn Williams second 2-0 motion passed

Correspondence:

None

Good and Welfare:

None

Old Business:

Financials: Shannon said the last fiscal year has not been finished yet but will have the results for us for the next meeting.

Budget: Kelly said the budget has been done for 2015/2016. Its hard to guess on the budget that far ahead so 2017 is still a rough estimate. We are doing well. Last year was 407,000 and they bumped it up to 434,000 they just increased the wages due to minimum wages going up to 9.00 Judy believes it's a 3 step process per Mike. All staff are at 9.00 and spoke to Mike about bumping up the salaries. He suggested to waiting until July 1st to meet with him and level out the salaries at that time. Enrollment is increasing. Shannon said what we did last year as opposed to this year out enrollment, tuition and wages need to go up. Greg said the minimum wage is an interesting thing due to new people being hired as people who have worked there longer and making the same as new people being hired. Trying to keep the qualified staff up to date with giving them the pay they deserve due to their responsibilities.

New Business: Update on financials Shannon said as now we are showing a profit of 41,812.09 We have not been charged for December or January benefits roughly 10,000.00. As the year goes on more things will adjust including rent about 5,000.00 We have 168 families with 206 children currently utilizing the program average of 70 each morning and 90 each afternoon between the 2 centers.

Update on holiday season average of 50 children daily the day after xmas we had 7 kids but 24 scheduled. December 29 went to see a movie and went bowling on the 31st. Good vacation overall.

February events we have vacation 16th -20th. Scheduling 2 field trips and Martin Luther King day as well with 32 kids enrolled for that day.

Board reorganization the charter reads at least once a year you need to reorganize your board. Putting up the vote of chair, vice-chair and secretary. She wants the board to vote on switching things around. Judy would like to step down from the board and see how the board grows and maintains itself. We have not had this opportunity to do this and this is a good time to reorganize. The chair position will be open. She thanked us and would like to take a break and sit back. Secretary has the most work. Dawn asked what the position involves and Judy explained about the position. Keeping track of meetings and keeping up with the meeting agenda and following the rules and regulations of the committee. Greg offered to take the position due to him having a type of position similar to this. Laura and Dawn don't feel secure enough to take the position with lack of experience. Judy made a recommendation to move Greg up as chair. Dawn made the motion and Laura second the motion. Laura maintains the vice-chair and Dawn remains the secretary. Judy made the motion for Laura and Dawn second the motion. Judy motioned for Dawn as the secretary and Laura second the motion. Dawn made the motion to maintain the platform with the new board...

Judy asked if there were anything the program needed. Kelly said they were good with things and did not need anything at this time.

Meeting adjourned: Adjourned at 6:55pm Laura Fontaine motioned to adjourn and Dawn Williams second.

Next Meeting: Tuesday March 3rd @ 6:30 p.m. Burrillville Parks &
Recreation Offices; 92 North Main Street, Pascoag, R.I.

Submitted by:
Dawn Williams
BEC Secretary