

Morinville Tiny Tots Executive Meeting Minutes
Minutes from meeting held: August 17, 2023

Executive Members

President: Marissa Wegren

Treasurer: Patricia Wilson

Secretary: Kaitlyn Berube

Registrar: Marissa Wegren

Communications Coordinator: Carley Brenneis

Events/Fundraising Committee: Stacey Kneivel/Marissa Wegren/Karin Serbin

3 Year Class Rep: Sheena Sadoway

4 Year Class Rep: Brittany Trahan

Members Present: Marissa Wegren, Patricia Wilson, Brittany Trahan, Stacey Kneivel, Kaitlyn Berube, Sheena Sadoway, Carley Brenneis, Adrianna Tailleux, and Jackie Depatie.

1. Meeting Started at 8:35 pm
2. Minutes from the June 29th, 2023, meeting passed
3. Introduced current board members and new board members. Oath of confidentiality will be signed at the next meeting.
4. Teacher Report – Nothing to report
5. Ongoing Business
 - 1) Marissa is sending in a staff exemption for Adrianna to remain head teacher
 - 2) Marissa will send out a virtual copy of the parent handbook following the meeting to all the parents for this year.
 - 3) It was decided that, due to low enrolment, we will only be running morning classes. Monday/Wednesday/Friday will be a 3 year/4-year split class with the 3-year-olds only coming Monday/Wednesday and the 4-year-olds coming all 3 days. Tuesday/Thursday class will be for just 3-year-olds. Marissa will email parents and see if anyone is willing to switch their 3-year-olds over to the split class on the different days.
6. Parent Reps – Marissa went over the duties of the parent reps. It was noted that the registrar needs to make the parent reps aware when someone pulls out of the program, so they don't continue to contact families that have left. Marissa reminded everyone to utilize Himama as it makes reaching out to the different classes easy. We discussed that because we are only running morning classes, we only need one class rep for each class. Kaitlyn Berube offered to be secretary moving forward.
7. Fundraising – We are combining the Event Coordinator and the Fundraising Coordinator jobs and making a committee consisting of Marissa, Stacey and Karin. Anyone else who wanted to join was made aware that they were welcome to join. We are planning a paint night in September. It was discussed reaching out to a person to teach the painting, and the location – BP's in Morinville was decided on. It was mentioned doing a go fund me, however it was decided against.
8. Treasurer's Report – Tricia had emailed everyone based on different levels of potential enrolment. We know that fundraising is going to be a priority this year. We discussed our options of whether we close the school for the year or continue and reach out to the community

to help us. We decided we must try to make it work. We will discuss areas to cut spending in the next meeting and send out a donation letter to local businesses requesting donations.

9. Registrar's Report – At the time of the meeting there were 15 kids enrolled in the program – ten 3 years and five 4 years. Tricia said she would do up a new budget based on our actual numbers but that again, fundraising would be extremely high this year to cover all our costs.
10. Meeting ended at 9:39 pm