

Morinville Tiny Tots Executive Meeting Minutes
Minutes from meeting held: April 20th, 2023

Executive Members

President: Marissa Wegren

Vice President: Amy Skolski

Treasurer: Patricia Wilson

Secretary: Meghan Loney

Registrar: Madison Van Der Linden

Communications Coordinator: Calli Humphries

Fundraising Coordinator: Sam Styres

Events Coordinator: Karin Serbin

3 YR. AM Class Rep: Brittany Trahan

4 YR. AM Class Rep: Stacey Knieval

3 YR PM Class Rep: Kaitlyn Berube

4 YR PM Class Rep: Meghan Loney

Members Present: Marissa Wegren, Amy Skolski, Patricia Wilson, Madison Van Der Linden, Meghan Loney, Calli Humphries, Karin Serbin, Brittany Trahan, Stacey Knieval, Kaitlyn Berube, Adrianna Tailleir, and Jackilyn Depatie.

1. Meeting started at 8:43 PM.

2. Minutes from the March 16th, 2023 meeting passed.

3. Teacher's Report:

a. **Supplies:** Toilet paper is needed.

b. **Mother's Day/Father's Day, 4 YR Graduation & Year-End**

Gifts: There will be a **Mother's Day tea** on **May 11th (3 YR classes) & May 12th (4 YR classes)**. On **June 15th** there will be a **Father's Day event** in the evening at the Morinville Leisure Center (needs to be booked) it will be from **6:00-8:00 PM**. It will be the same as last year (1 hour in the gym & 1 hour in the meeting room). The **4 YR Graduation** will be on **June**

21st from 4:00-6:00 PM at the Rendevouz Hall. The hall will need to be booked from 2:30-6:30 PM to allow for set-up and clean-up. Marissa will pick up the balloons needed for the graduation.

c. **Graduation Photos:** Will be on **Friday May 26th** for both 4 YR AM & PM.

d. **May Field Trip:** Adrianna suggested walking to the pet store. Adrianna will contact the pet store & ask for parent volunteers.

4. **Ongoing Business:**

a. **Lawn Maintenance Quotes:** Grass Theory is \$69.99/bi-weekly & Wild Rose Lawn Services is \$60.60 bi-weekly or weekly depending on the weather. There were some questions about where the property line is, & if they should get rid of the tall grass on the side of the building to deter rodents. Both companies would come at random times, but usually after 3:30 PM. The board decided to stay with Grass Theory for this year.

b. **Prairie Dog Problem:** Could possibly be back under the trailer since the holes are back and seem to be on-going. Adrianna mentioned she hasn't noticed the distinct smell, but said Tiny Tots has used exterminators in the past. Amy will look into getting an assessment & quote from an exterminator.

c. **Parking:** There have been more complaints about parents using the residents driveways to turn around & park. The board is going to look into making a sign as a visual reminder to parents not to use the driveways.

d. **Himama:** Marissa mentioned that new registrations need to be enrolled so they can make a payment on July 1st. Registrations need to be made on July or August 1st to avoid having to add and remove students from current classes.

e. **Online Banking:** It was mentioned it needs to be set up for 2 signing authority account (1 person has access to signing, & 1 person has access to viewing). It can be set up with 1 person having online access and a second person having viewing

authority only. Marissa proposed that Patricia have online access.

- f. **End of Year Field Trip:** Is scheduled for June 2nd at Jon's Funny Farm. Bussing needs to be booked. The tour takes about 2 hours, and the drive is about 40 minutes. Stacey will book the bus.

5. Additions:

- a. **Spring Registration Night/Open House:** Will be on **May 31st from 6:00-8:00 PM**. With Himama- registration can be completed on phones or ipads. It is all on-line now. **The board will send out an email on May 1st about the registration/open house night.**
- b. **AGM Date:** Will be on **June 29th**. The time & location will be decided at the next meeting.
- c. **Parent Handbooks:** It was discussed that the handbooks just be stapled & not labeled this year. Meghan will make copies, we will need about 54 copies. Marissa & Adrianna will work on updating the handbook for the next school year.

6. **Parent Representative Reports:** There was nothing to report.

7. Fundraising Report:

- a. **Mundare:** It was reported that \$8,000 was raised with the Mundare fundraiser and Tiny Tots made \$2,000 profit.

8. **Treasurer's Report:** A full recent report has been emailed out to all of the board members from Patricia. There are billing videos available on Himama. It was reported there was a large profit this month.

9. **Registrar's Report:** It was reported there was a few more registrations, however registration is still low (which is normal for this time of year).

10. Events Planner:

- a. **Year End Party:** Will be on **June 23rd from 4:00-7:00 PM** at Cardiff Hall. There will be pizza, the bouncy house, & possibly a magician. Everything still needs to be booked.

10. **Newsletter:** Adrianna will be writing and sending out the newsletters to parents every month. The newsletter can now be put directly on the HiMama app.

11. **Additions:**

- a. **Sub Wages:** The board discussed sub & teacher wages.
- b. Adrianna is going to complete her Level 2 soon, and is waiting for a grant for education.
- c. Adrianna mentioned that she would like a Grandparent day, or have some grandparent volunteers.
- d. A volunteer schedule for next year was discussed (possibly used through Himama)
- e. The board discussed if spring break was needed.

12. Meeting ended at 10:28 PM.