BOARD MEETING MINUTES
WEDNESDAY, JANUARY 28, 2025

Board Present: Anda Dima, Bina Bilkhu, Jim Fallows, Josephine Brcic, Katherine Roy, Kofi Nkrumah-Young, Kate Nimegeers, & Maria McCullough
Virtual: Temi Adediji
Regrets: Shelly Hill
Staff Present: Keith Karasin, Tatiana Zolova, Donalee Wennberg
Guest: Crystal Alfraih

Call meeting to order at 5:25 p.m.

1.0 Agenda:

- **Land Acknowledge:**
  - Acknowledgement of Treaty Land read by Anda– I would like to begin by acknowledging that we are on the traditional lands, referred to as Treat 4 Territory and that the city of Regina is located on Treaty 4 territory, the original lands of the Cree, Ojibwe(OJIB-WE), Saulteaux (SO-TO), Dakota, Nakota, Lakota, and on the home land of the Metis Nation.

    We respect and honor the Treaties that were made on all territories, we acknowledge the harms and mistakes of the past, and we are committed to move forward in partnership with Indigenous Nations in the spirit of reconciliation and collaboration.

- **Adoption of the Agenda:**
  MOTION #20: ROY/NKRUMAH-YOUNG/MCCULLOUGH - adoption of the agenda as presented.

  CARRIED
- **Declaration of Conflict of Interest:**
  - None at this time.

2.0 Minutes:

- **Adoption of minutes – November 26th, 2025:**
  MOTION #21: NKRUMAH-YOUNG/NIMEGEERS– adoption of November 26th, 2025 minutes as presented.

  CARRIED
- **Business Arising from Minutes:**
  - None at this time.

3.0 Accountabilities:

3.1. Strategic Direction and Monitoring:

- **Child Care Program Update/Annual Review by the Ministry - Donalee Wennberg & Crystal Alfraih:**
  - Donalee spoke to report as presented:
    - We have had a recent change in leadership, our assistant manager, Amber, of 18 years is leaving. We have filled this position with once of our current educators who has approximately 10 years' experience and was a previous director and assistant director in a small centre.

- The Federal Provincial agreement has been extended, for another 5 years, starting in April, maintaining the $10/day daycare fee and wage enhancements for ECE-certified staff. There is a new licensing requirement for staff to complete 6 hours of mandatory professional development annually.
- Discussed the status of center's relocation and expansion project, which is currently delayed pending answers from the architect regarding city building code requirements.

- Annual Child Care Review:
  - The meeting focused on the excellence of the facility's practices and the positive feedback from Crystal, who expressed her enjoyment of working with the team.
  - Crystal did an onsite visit with team on December 11th and provided an update on licensing compliance, noting that Donalee had addressed several health and safety requirements, including the new procedures for proper storage of chemicals and updated the allergy/food requirements/restrictions list with children's photos.
  - Mentioned the new policy that now allows the center to close for up to 2 days annually for staff development/training and professional development grant.
  - Follow up on licensing requirements as outlined in checklist.
  - As of October 2025, there is no set consultant for set facility.

- **ED Report (3-2-1 Format Re: Strategic Directions) – Keith Karasin:**
  - Spoke to report as circulated with key points as follows:
    - A visit from the IRCC our funder to our settlement department next week
    - The renewal of the Stage 1 and 2 Language and English for Employment programs
    - Facilities update on sale of Reception House and Smith Street still for sale with two potential buyers and the relocation of child care center
    - Tatiana also provided updates on the refugee hiring program, waitlists, and challenges with the SINP program.
    - Plans to transition to cloud-based Microsoft services, including exploring free alternatives for staff time and attendance tracking.

- ***Action Item:*** Keith to confirm date of 50th Anniversary Celebration.

3.2. Stewardship:

- Vacant VP Position – Anda Dima:
  - Discussed the need to fill the vacant VP position. The Vice President shall perform the duties of the President in his/her absence or inability to act, countersign cheques/legal documents as herein provided, act on the Executive Committee and ex-officio member on all other committees. If any members are interested in acting in this role please let Anda know.
- Annual Board Work Plan – Review & Approval – Anda Dima:
  - After discussion, the following motion was made with the two modifications:

- Moving succession planning to February and removing the Strategic Planning Session from January 28th.

MOTION #22: DIMA/NKRUMAH-YOUNG – motion that the Board approves the 2025-26 Board Work Plan with the two mentioned changes.

CARRIED

- ***Action Item:*** Anda to follow up with Shelly to updated the work plan.

3.3. Governance:
- No items at this time.

3.4. ED Relationship:
- No items at this time.

3.5. Stakeholder and Strategic Alliances:
- No items at this time.

4.0 Committee Reports:

- **Executive Committee – Anda Dima:**
  - Anda and Keith received the succession planning report from our consultant, Laurie Smith. We will review this over the next few weeks and will discuss it at the next committee meeting. Committee will present the report for approval from the board once committee has filtered through it, most likely in April.
  - Strategic Planning we should get the report soon and committee will review it.

- **Finance Committee – Jim Fallows:**
  - Decision Item: Board Expenses and Remuneration:
    - The board discussed and approved an updated expense and reimbursement policy, removing the word "partial" and requiring advance approval from the executive committee for expenses.
    - After discussion, the following motion was made:

MOTION #23: FALLOWS/BRCIC – motion that the Board approves the updated Expenses & Remuneration policy with the changes that expenses will go through the Executive Committee and approval by majority of the committee.

CARRIED

- ***Action Item:*** Jim will follow up with Shelly to provide the updated wording to update the policies.

  - Foundations:
    - Jim attend online training on foundations. The board agreed to schedule a meeting with the lawyer to address remaining questions about the foundation's structure. There are complexities to foundations and we need to determine which we are interested in doing as an organization. Suggest that a few other board members take the training so there is a better understanding of foundations and what that looks entails. Board agreed that Keith, Linda and those on Finance committee attend if necessary.

- ***Action Item:*** Jim set up meeting with lawyer to discuss foundations further. Finance committee to discuss possible training for committee members.

- **Governance Committee – Katherine Roy:**
  - Committee Terms of Reference & Work Plan:
    - Committee will need to review the Constitution to bring forth any recommended amendments for approval at the Annual General Meeting for review by April.

- ***Action Item:*** Committee set a meeting in the coming weeks to discuss constitutional amendments.

- **Parent Advisory Committee:**
  - No report at this time.

5.0 Review and Update Board Tracker (Motions & Action Items) – Anda Dima:

- No items at this time.

5.0 New Business:

- No items at this time.

6.0 Standing IN CAMERA Session – Anda Dima:

- Meeting evaluation: meeting went well and it ended on time. As always, board members are grateful for beverages and supper. ED report was informative and well prepared. Discussion rushed at times as it is difficult for new board members to process all the information.

- ***Action item:*** Nominations Committee to develop a RODS Board Member Ad. Skill set to include high level IT executive with knowledge in cybersecurity. Josephine will lead this work and engage Shelly as required. Suggested platforms to post: Tech connect, Linkedin, RODS Website, RODS Facebook/Instagram and other Tech appropriate platforms. Fill one position for now.

7.0 Adjournment:

MOTION #24:

FALLOWS/BRCIC–the meeting be adjourned at 7:02 pm. Next board meeting is Wednesday, February 25th, 2026 at 5:15 pm.

CARRIED