

HARMONY CHILDCARE CENTRE

Annual General Meeting
Wednesday, November 06, 2019
St. Clare School's Staffroom

AGENDA:

- 6:15 p.m. **Pre-AGM** for current Board Members
Location: School-Age Room 113
Discussing AGM, Financials & Holiday Celebration Details, minutes will be taken
- 7:00 p.m. Location: St. Clare School Staffroom – open to all parents, staff and Board
MEET and GREET – Refreshments
- 7:15 p.m. **Annual General Meeting**
1. Attendance – to be circulated
 - i. Introduction of Board Members
 - Request for New Board Members
 2. Minutes from last year's AGM – Wednesday, November 07, 2018
 3. Financials – Review of Audited Balance Sheet & Statement of Revenue & Expenses 2018
 - i. Statements are available for review if you are interested– a copy will be placed in our Board of Director's Meeting binder which is available to all
 - ii. Auditor for 2018 was Harshad Parekh, CPA, CA Licensed Public Accountant
 - If we receive approval tonight, he will be our auditor for our 2019 financials
 4. Website:
 - Has all of our Fee Schedules, Newsletters, Resources, open/closed days for the year...
 - Parent Handbook, Forms, information sheets / notices...
 - Lunch Menus — new fall/winter menu began on October 25th
 5. Child Care Report – staff introductions and Susie's report
 - i. Staff to provide a brief overview of individual programs
 - ii. Policy Regarding Sick Children review
 - iii. Policies and Procedures / Parent Handbook – review of new policies / updates
 - iv. Inspections
 6. Picture Day – the last few years it's been on the PA Day in June
 7. Children's Holiday Concert – Friday, December 06, 2019, an information sheet will be distributed with all the details
 8. Other... Scholastic Book Club
- & continue with the MEET and GREET and Refreshments ☺

Questions & Concerns...

Thank you for your attendance and participation.

Susie, on behalf of the Board of Directors & Staff _____ Lisa Bugeja, Chair