



Burrillville Extended Care (BEC)
Board of Directors
Minutes
December 3, 2013

Called to Order and Attendance/Review Agenda:

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

Members Present-Juliette Lopez-Recinos, Dawn Williams, Laura Fontaine, Town Council John Pacheco

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

Minutes of the October 1st 2013 minutes to be accepted:

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

Correspondence:

Judy received a phone call to notify town of monthly meetings

Good and Welfare:

None

Old Business:

Financials: Shannon Murphy said they are waiting on the audit results

New Rates: John Pacheco asked about the new rates and Shannon Murphy said they did go into effect but there was no negative feedback from any of the parents. It was so low the parents didn't even make notice of it.

Budget: Mike Woods wanted the budget changed to a 2 year budget which is now 2014-2016. Added the stipend for the members of the board. No line item yet waiting for the accountant to place it in the budget. Uniforms listed on shirts and a 500.00 payroll expense for ADP payroll. John Pacheco questioned the low budget and Shannon Murphy said due to enrollment fluctuating and the income was projected higher so they had to adjust it for more realistic numbers. Kelly Cournoyer added that their enrollment is still steady.

New Business:

Financials: Shannon said they are in the black 1754.49. Judy asked how much we have in the accounts. We have a checking and investment accounts. Unsure of amounts but in the ballpark of 200,000.00. They haven't had to dip into that money at all.

Holiday Schedule: Taking kids on field trips to Mohegan Bowl and movies during the holiday week. Mostly staying on-site. Parents have until December 13th to sign up. Fees follow the full day rate of 30.00 per day. Parents have a form sent home in September to sign up for the Christmas break. People are still signing up now.

Vice-Chair appointed to Laura Fontaine. Nominated by Dawn Williams

Meeting adjourned: Adjourned at 6:45 pm

Next Meeting: Tuesday January 7, 2014 @ 6:30 p.m. Burrillville Parks & Recreation Offices; 92 North Main Street, Pascoag, R.I.

*Submitted by:
Dawn Williams
BEC Secretary*