



Burrillville Extended Care (BEC)  
Board of Directors  
Minutes  
January 7, 2014

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, Alyssa Iadarolla

Members absent: None

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

Minutes of November 5<sup>th</sup> to be accepted :

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

Minutes of the December 3rd 2013 minutes to be accepted:

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

Correspondence:

None

Good and Welfare:

None

Old Business:

Financials: None

Budget: Kelly Cournoyer said the budget has been submitted and there were 12 copies just waiting for meeting with the budget board.

New Business:

Financials: Shannon said the audit is complete and the final for fiscal year

2013 showed a loss of 44125.88 There was a 30000.00 loss that was due to Parks and Recreation for personnel salary. They had voted on it for 3 years and not 2. Judy asked if they know for sure if this is the last year for this salary. Shannon said if they had not had to pay out that salary they would have had a loss of 14000.00 due to low enrollment and tuition fluctuating.

Shannon emailed John Mainville and he said this is the last year it will be removed. Shannon noticed it when going over the audit and thought it was an error then emailed John and he said no. Judy talked about how this

program need to make money and keep an eye on these things in order for this program to keep running.

Currently a profit of 16080.58 as of today not considering the future and everything is current and up to date and are keeping an eye on their line items.

Alyssa asked if they take DHS and if they had a lot of enrollment and Shannon said no. It has really made it hard for families to qualify. They do have 10 families who receive assistance. Judy said she heard from a few teachers and was curious if the age group level of BEC children has dropped. Are people moving or are there just not a lot of families coming to BEC. Kids are moving on to higher grades but not a lot of kids coming up to replace them. Alyssa said they built schools to accommodate a lot of kids and now it seems like there aren't that many kids coming through. Enrollment fluctuates due to the economy and staffing. They cut staff hours when enrollment is down.

Alyssa talked about a few ways to help BEC train and earn credits for staff and it's free and will help with the budget.

**February schedule:** Nothing is planned as of yet and the school may take away some days for snow days. Taking ideas from us of things to do with the kids. Alyssa had asked if they ever thought about doing activities with the Assembly Theater in Harrisville. They would like to add more things in the town for kids so it maybe something to look into. Lisa will look into it. Lisa also looked at the Stadium Theater. It's not used often and they need more things in town and this would be a good thing for the kids.

**Summer Rates:** Kelly, Shannon and Lisa were talking about increasing the summer tuition. The last time they had had an increase was 2010. Things are getting pricey such as snacks and admission to field trips it's all just creeping up and they really don't want to but think they may have to. They are kind of falling behind and passed out a paper with different scenarios for us to look at. In order for them to keep the service they know provide this may have to happen. They did eliminate the field trip fee to offset the tuition. And now it seems to be catching up with them. The average field trip would cost 700-800.00 in the summer with about 90 kids. Alyssa says their rates are low to middle rates. We don't want to upset parents. Dawn had commented on the increase for the before and after and the feedback from parents was minimal. I (Dawn) had stated as a parent that I would have no problem with an increase because they do great things with the kids and wonder how they can do it on 30.00 a day. Kelly wants to continue this and they do pinch pennies to try to do activities with the kids. Alyssa asked what they do to show parents that their program is better than other programs. They may want to show parents why they are better than other places. Tell them how their quality is better than others with letting parents know their staff's background. Judy asked what they should present to the board as far as background of the staff or are we willing to raise the costs tonight or think about it until the next meeting. Lisa and

Kelly are willing to put something together to hand out to parents. Judy said we are at low rate and doesn't want to make a decision that is going to come back and bite us. Dawn stated that she is OK with any increase they decide and Laura also agreed stating the kids would go crazy with nothing to do on vacations. Judy thinks we have time to think about this and weigh our options before making a definite decision. Shannon thinks they will have a later registration this year trying to start early doesn't seem to make a difference.

Kelly is going to look into Spring Lake this year. Talking to Jeff McCormick about space and days and make them aware they will be coming back this summer.

**Holiday Schedule:** Lisa Nault said they had about an average of 40 children and took them bowling and went to the movies. They were open Christmas and New Years Eve. Christmas Eve they had chicken nuggets and had a party for the kids and New Years Eve was pizza and a party. Judy asked how many staff and Lisa said they had about 3-4 staff.

**Meeting adjourned:** Adjourned at 7:11 pm Laura Fontaine motioned Dawn Williams second.

**Next Meeting:** Tuesday March 4th 2014 @ 6:30 p.m. Burrillville Parks & Recreation Offices; 92 North Main Street, Pascoag, R.I.

*Submitted by:  
Dawn Williams  
BEC Secretary*