

Board of Directors
Resource Opportunities Centre (ROC)
October 23, 2025

PRESENT: Chair Jodi Tanner; Manager Senior Dustin Boudreau (DC); Treasurer Dennis Huck; Vice-chair Lisa Vaughn; Members Mahbubur Rahman, Devin Scully, Randy Thorpe, Tyson Langille; Karen McCrank; Secretary Allison Lawlor; Member; *Allison Wood, Community Facility Partnership Co-ordinator with Parks & Recreation at HRM.*

REGRETS:

- **Meeting called to order** by the chair, and the Board approved the agenda. Allison took minutes.
- **Meeting minutes** – Approved meeting minutes from September.
- **Approve Consent Agenda**
–Managers Board Report

- **Discussion/ questions arising from managers' reports**

The report to the board went out hours before the meeting so board didn't have time to read it.

Next week parents of childcare program are baking products to sell at Farmer's Market.

Fire alarm went off in room where server is. It generated so much heat that it caused the fire alarm to go off.

Confirmation not getting xPlor program from HRM any time soon.

People are playing disc golf now on the new course. Fifty games were played in the first week.

PRCC has discs that can be rented out. It is free play.

There are eight holes now. Will have space for more holes once construction in the back is done.

Farmer's Market will be done at the end of October.

Leica, who is in charge of the PRCC kitchen, is taking over the co-ordinating of the market and will do reporting to Nourish Nova Scotia.

Xplore update: Alison Wood

Delay implementing the system for PRCC due to how HST is collected by ROC. HRM is going back to the vendor to make modifications to the system. Best case scenario to bring it online in November 2026.

Preschool/ Little Learners Assessment, DC:

What would ROC full-time staff person be doing if she wasn't doing preschool in the morning? If we didn't have her doing preschool she wouldn't be paid for three hours. With her salary taken into account the preschool is losing \$500 per month. She is on salary so she is paid regardless of whether she does Little Learners. She is in support of the program.

After much discussion, board decides no changes will be made to the program at this time. Need to talk about it again in February 2026 to make final decision about September 2026.

- **Committee Updates**

- **Finance Committee**

ROC projected to be down about \$30,000 to \$35,000 from last year in childcare.

Less than \$300,000 projected for childcare this year. Last year we brought in about \$325,000.

The issue is the 20 per cent discount per sibling for full time, that discount wasn't put into the budget.

DC has asked whether bookkeeper can double check the numbers that get put into excel worksheets. Bookkeeper said she can check for mistakes. The mistake will be fixed for November.

We said we were going to implement a 5 % increase on fees. Changed childcare fees in September. They are not flat rate fees. The issue is the fees got set too low.

- Our fee is \$18.70 per hour. Roughly \$375 per month.

All 32 kids that were on waitlist in September are now in the program.

We are projecting a substantial deficit.

Could increase childcare fees in January 2026 but would need to let parents know by roughly Nov. 1, 2025 that there will be an increase in fees by Jan. 1, 2026. Increase the fees by 10 per cent on Jan. 1, 2026?

ACTION: Will have to vote on this after the board gets a quote from the accountant on looking into childcare costs. Chair and head of finance committee will let the board know what the cost.

- Childcare and summer camps bring in 46 per cent of the ROC budget.

Fitness Centre is bringing in more money than expected.

HRM won't give more of a subsidy so put into the budget what we got last year from HRM.

- **HR Committee** – Motion for board to accept ROC board policy manual. Voted on, all in favour. Passed.

Will do a 360 review for DC soon.

- **Communications Committee** – Communications part of ROC strategic plan – one of three priorities.

Action: Start monthly newsletter on Nov. 1

The Fund Development Committee (FDC) terms of reference have been sent to board members.

Suggestion to create a new committee instead of rolling this into communications committee. Board can vote on this next board meeting.

- **Old Business:**

Draft Naming Rights Policy:

Board members can send comments to Devin and board will revisit this policy next month.

The policy needs to include two HRM policies about naming rights.

The plaque in honour of Dave Thomson will go up outside the gym in November 2025.

- Meeting adjourned.
- In camera session.

NEXT MEETING: Thursday, November 27 at 6 p.m.

Future business:

Respectfully submitted by Allison Lawlor
Nov. 19, 2025