

**Bulkley Valley Centre for Natural Resources Research and Management  
Board of Directors Meeting  
February 18, 2004**

**Present:** Kevin Kriese (Chair), Tom Buri, Frank Doyle, Brian Edmison, Rosemary Fox, Sybille Haeussler, Anne Harfenist, Don Morgan, Paul Sanborn, Dave Wilford

- 1) Acceptance of Agenda
  - *Anne moved; Brian seconded. Approved.*
- 2) Approval of December 18 Minutes
  - *Brian moved to adopt minutes; Rosemary seconded. Approved.*
- 3) Election of Officers of the Board
  - *Anne nominated Brian for Treasurer; Rosemary seconded. Approved.*
  - *Dave nominated Anne for Secretary; Brian seconded. Approved.*
  - *Brian nominated Kevin for Vice-President; Brian seconded. Approved.*
  - *Rosemary nominated Sybille for President; Anne seconded. Approved.*
- 4) Restructuring Board meetings
  - Suggestion that Board work more in committees
  - Suggestion that Board meet in evenings
  - **Anne, Frank, Tom to discuss ways to restructure board meetings and present ideas at next Board meeting**
- 5) Membership
  - Brian circulated Feb. membership information
- 6) Executive Director
  - Some discussion about how to proceed over short- and longer-term but discussion incomplete due to time limitations and other more immediate agenda items
  - Further discussion needed on: options for implementation of projects, how to continue over short- and long-term, administrative issues, technical reviews, implementation
  - **Sybille, Brian, Kevin, Tom to discuss by e-mail and present ideas to Board**
  - **Sybille to coordinate proposal review over short-term**
- 7) Proposals
  - A) FII proposals
    - Possible MoF funding for some of the projects submitted to FSP (Steventon, 3 Coates, White, LaPage); if funding approved then transfer agreements will be submitted to ADM for approval
    - Of 6 proposals, Centre has reviewed 2 (Steventon, Coates)
    - *Rosemary moved that BV Centre be proponent for the proposals described by Dave subject to proposal review; Don seconded. Approved.*
  - B) Skeena Islands
    - Document circulated prior to meeting
    - *Tom moved that BV Centre offer to develop project in consultation with proposed partners that focuses on research but includes some inventory work, with BV Centre to have final say on deliverables; Don seconded. Approved.*
    - **Kevin to respond**
  - C) Babine Monitoring
    - Contribution agreement circulated prior to meeting

- *Anne moved that BV Centre sign agreement; Frank seconded. 6 in favour with 3 abstentions*

8) WED Proposal

- \$15K funding available; contract via Nadina CF
- To be completed by March 31 using WED \$ and BV Centre in-kind - list of funders, develop at least 2 proposals, website work, membership list, list of potential partners, communications/marketing strategy
- To be completed by end of June using BV Centre \$ and in-kind – implementation of communications strategy and development of 3 more proposals
- Suggest \$7K for communications/marketing work, \$1K for website work, \$7K for remainder of WED money
- *Anne moved that BV Centre enter into contract with Nadina to complete activities outlined above by the end of March and that BV Centre set aside \$6.5 K and \$8.5K in-kind to complete remainder of activities by the end of June; Sybille seconded. Approved.*
  - **Kevin to contact Suzanne about communications/marketing**
  - **Anne to send out note to BV Centre members soliciting interest; request response by next Friday**
  - **Sybille to forward solicitation to BV Consult distribution list**
  - **Sub-committee to assess responses**

9) Incomplete distribution of invitation to AGM

- 2 members inadvertently left off invitation list
- **Kevin to draft letter of apology to PIR**

10) Conflict of Interest

- **Tom to present information at next Board meeting**

11) Agenda items tabled until next meeting

- Business arising from previous meeting (review draft directors' binder, draft standards for approval of projects, proposed workshop on temporal dynamics)
- Communications
- Research Planning Committee

**Next Meeting** – Tues., March 9 at 13:30

**Meeting Adjourned**

Minutes taken by Anne Harfenist