

**Bulkley Valley Centre for Natural Resources Research and Management**  
**Board of Directors Meeting**  
**December 12, 2006**  
**DRAFT**

**Present:** Sybille Haeussler (Chair), Tom Buri, Dave Bustard, Rosemary Fox, Anne Harfenist, Don Morgan, Paul Sanborn, Dave Wilford, Rick Budhwa (RPM), Kirsteen Laing (AA)

Note: Monthly information update circulated with agenda

- 1) Acceptance of Agenda
  - *Anne moved to accept; Rosemary seconded. Approved.*
- 2) Approval of November 14 Minutes
  - *Paul moved to adopt minutes; Don seconded. Approved.*
- 3) Introduction of Amanda Follett
  - hired as research associate
  - will be primarily working on upcoming workshops/conferences
  - has strong communications background
- 4) Open House
  - attracted good numbers and diversity
- 5) Board Nominations
  - solicitation of potential new board members is proceeding (Don)
- 6) Staffing Update
  - clear communication of differences between employee and contractor costs/benefits to perspective new staff essential; should include way of equating the bottom line of employed vs. self-employed status
  - board should work toward a hiring policy manual
  - **Tom to put together an overview of types of options that we can offer for services**
- 7) Tsayenyee Bay Dic'cen
  - rough estimate is that proposal development took \$3-5K of staff time
  - decision expected at end of January
  - discussion about BV Research Centre participation in future similar collaborations delayed until decision on this one public
- 8) Business Model
  - general discussion about need for and form of a new business model
  - prompted mainly by issues of how staff hired (employees/contractors) and potential future need for cost recovery strategies for office and employee overhead
  - discussion to continue at next board meeting; should include thoughts about: how we use our charitable status (eg. donations are tax deductible so may want to rethink membership fee structure to incorporate donations) ; are there services that we can offer to community
  - **Kevin to conduct performance review of Research Manager**
- 9) TK Policy Update
  - draft policy circulated by Rick
  - **Anne to circulate summary of points made during discussion of draft policy as attachment to minutes**
  - **all board members to submit comments to Rick**
  - **Rick to redraft TK Policy to include new introductory paragraph and elaboration on “referral” before FSP deadline; any additional comments will be incorporated at a later date**
- 10) Award Nominations
  - solicitation of nominations proceeding (Dave W.)
- 11) New Business – deferred to next meeting
  - a) AGM planning
  - b) Sign for office

**Next Meeting – Jan 9 at our Main Street office**

**Meeting Adjourned**

Minutes taken by Anne Harfenist