

## Minutes of the Meeting of the Bulkley Valley Research Centre (BVRC) Board of Directors

**Date:** November 9, 2016, 12:00 pm

**Location:** Alpenhorn meeting room, Smithers, BC

**Present:** Adrian de Groot (chair), Laura Guillon (recording), Richard Overstall, Wade Brunham, Johanna Pfalz, Don Morgan, Phil Burton, Alan Baxter, Michael Price

**Absent:** Darryl Hanson, Brian Edmison

**Staff Present:** Rick Budhwa

Topic and Discussion	Motion	Action	Due Date	Responsibility
<b>1: Approval of Agenda</b>				
	Alan moved to accept agenda as modified, Wade seconded, All in favour - passed			
<b>2: Approval of October 11, 2016 Minutes</b>				
Circulated by Adrian	Johanna moved, Richard seconded, All in favour - passed			
<b>3. Agenda items from previous meetings</b>				
Q3 Financial Update <ul style="list-style-type: none"> <li>• Relatively unchanged from what was presented at the last meeting.</li> <li>• Several projects including the World Wildlife Foundation funding from the workshop we are co-hosting will not land until Q4.</li> <li>• New projects are lower than we budgeted for and individual membership dues are down.</li> <li>• Generally in Q1 and Q2 we spend more and catch up in Q4 as invoices come in.</li> <li>• The executive director review will include discussion on how to stop the deficit as our current path is not sustainable.</li> </ul>		none		

<p>Monthly update</p> <ul style="list-style-type: none"> <li>Assessment of Operations is ongoing.</li> <li>A staffing transition has taken place with Joanna Sear hired as the new administration coordinator. The scope of the position has been reduced from that previously held by Kala Hooker as the centre is not currently expanding like it was previously.</li> </ul>		none		
<p>Conference Update</p> <p>A collaborative workshop with the World Wildlife Foundation will be held mid-December with topics pertaining to the Water Sustainability Act. The conference we were originally planning will be held next year instead.</p>		none		
<p>Strategic Planning Report</p> <p>The subcommittee will continue to meet to complete the Strategic Plan.</p>		Subcommittee to meet and finalize in the next month	Next Meeting	Strategic Planning Subcommittee
<p><b>4. New Business</b></p>				
<p>A discussion of the financial state of the centre was held. It was questioned at what point is it worthwhile to pursue a project when we look at the cost of chasing it down versus the value it will bring in (both immediate monetary and relationship formed). Investment equals risk so a solid business plan needs to be formed.</p> <p>Possible opportunities were proposed in partnering with First Nations on Forest and Range Evaluation Program (FREP) data collection. This is a standard for assessing impact on forests. First Nations are asserting to have a front line role; they have the technicians but perhaps not the organization the centre could provide.</p>		Alan will investigate and report on findings at next meeting	Next Meeting	Alan
<p><b>5. Adjourn Meeting</b></p> <p>Next Board Meeting is Tuesday December 6, 2016</p>	Richard motioned to adjourn			