

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

**Date** – Sept 29<sup>th</sup>, 2017

**Location** – Aspen Lounge, Smithers, BC

**Present:** Don Morgan (chair), Johanna Pfalz (recording), Alan Baxter, Richard Overstall, Daryl Hanson, Wade Brunham , Pamela Wright (by phone), Adrian de Groot (by phone), Mike Price (by phone)

**Absent:** Brian Edmison

**Staff Present:** Rick Budhwa

Topic and Discussion	Motion	Action	Due Date	Responsibility
<b>1: Approval of Agenda</b>				
	Moved, seconded, and passed unanimously.			
<b>2: Approval of June 20<sup>th</sup>, 2017 minutes</b>				
Minutes circulated by Rick	Moved, seconded, and passed unanimously.			
<b>3: Agenda Items from previous meetings</b>				
Monthly update provided by Rick.				
Quarter 2 Financial Summary provided by Rick. Discussed issue that September's meeting received Q2 financials that are up to date to end of June. Board would like draft financials to end of Aug. as well for Sept. board meeting.	Motion that Q2 Sept. financials also need to be accompanied with a draft financial summary to include July and August.			Brian and Leigh-Ann
ED Recruitment and Recommendation	Motion to offer the ED position to Leigh-Ann Fenwick, seconded and passed unanimously.			
Board President Position – still vacant				
Strategic Plan		Defer to next meeting		
FREP – ESI Report		Update from Don		
Board Photo		Defer to AGM		
Meeting Adjournment	Moved by Alan	Next Meeting Oct. 6, 2017		