

**Bulkley Valley Centre for Natural Resources Research and Management**  
**Board of Directors Meeting**  
**May 11, 2004**

**Present:** Sybille Haeussler (Chair), Brian Edmison, Rosemary Fox, Steve Gordon, Don Morgan, Carl Vandermark, Dave Wilford

1) Agenda - *adopted*

2) Approval of April 13 Minutes -

a) *Rosemary moved to adopt minutes; Don seconded. Approved.*

3) Next Meeting

b) **June 8, 3.30- 5:30 p.m., LWBC boardroom, 3<sup>rd</sup> floor 3726 Alfred**

4) Executive Director and Administrative Assistant

- Executive Director: Six applicants were evaluated by selection sub-committee comprised of Anne, Carl and Sybille. Successful applicant: Kevin Kriese.
- Administrative Assistant: Fourteen applicants, of which six have been shortlisted. Kevin and Carl will interview.

5) Communications and Marketing Update

- Communication & Marketing Workshop with IMPACS will be held on May 18, the venue still to be decided. *Brian will send more information to Suzanne.*
- Members' dinner at the Logpile Lodge: Brian reported on arrangements made to date. The dinner will commence at 5,30 p,m, Members will be asked to book in advance, to spare volunteers the task of telephoning everyone. *Brian will arrange with Anne to email members. Dave is organizing the presentations by researchers. Kevin will be in charge of the program.*
- UNBC Managing for Tomorrow Conference. Kevin and Sybille attended. It was a good opportunity to spread the word about the Centre, and some good contacts were made.
- FTP software, privacy issues.. Everything is working. Site access needs password, so privacy is assured.

6) Restructuring Board Meetings

- Improving efficiency: *Moved by Dave, seconded by Carl to adopt the board meeting efficiency procedures drafted by Anne, Frank and Tom, and to assign to the new Administrative Assistant the task of refining the email labeling system.*
- Meeting times: *It was decided by consensus to hold meetings from 3.30 – 5.30 p.m.*

7) FORREX membership

A decision on whether the BVC should join was deferred to the next meeting. Dave will prepare a background statement on the history of FORREX that will address Paul's concerns, and circulate this to the board so that members can make an informed decision on BVC membership.

8) RPC. Frank's draft memo to BVC members was discussed. Given our current workload, it was agreed that the Centre should not solicit the membership for new project ideas. It was agreed that the RPC should expand its subcommittees as needed, to include specific expertise that may be lacking

- **Sybille will ask Frank to defer sending the memo**
- **Kevin, Frank and Sybille will work to integrate the Centre's strategic plan with the RPC**

- **Each new member of the RPC should be furnished with a copy of the Committee's Terms of Reference**
- **The RPC needs to identify research priorities**

#### 9) Research Projects Update

Sybille reported briefly that

- Karen Price and Dave Daust hired to develop Babine watershed monitoring framework
- Skeena Is. project is proceeding. It has been a complex task to get a team together.
- Adrian de Groot's Babine Bibliography has been completed
- Stem rust – request for proposals has gone out
- Landscape small mammals contracts awarded?
- Possible new project – Mountain Pine Beetle permanent plots
- Debbie Weldwood has approached the Centre regarding a grizzly bear project in the Iskut-Stikine which is too large for her to take on – potential to apply expertise gained in the Kispiox to the Iskut-Stikine project. **Don will direct Debbie to Kevin**

#### 10. New Business

- Brian gave a brief summary of the Centre's finances. There is currently around \$308,000 in bank account
- Possible partnership with ForestEthics to expand funding opportunities.
  - **Brian, Don and Kevin will meet with Merran Smith.**

#### 11. Meeting Adjourned

Minutes taken by Rosemary Fox