

Bulkley Valley Centre for Natural Resources Research and Management
Board of Directors Meeting
May 13, 2003

Present: Brian Edmison, Irving Fox, Rosemary Fox, Sybille Haeussler, Anne Harfenist, Jim Pojar, Carl Vandermark; Tom Buri; Kevin Kriese

Agenda

- 1) Approval of draft minutes of March 4 meeting
 - 2) Business arising from last meeting
 - 3) New Business
 - * pursue SICEAI opportunity
 - * procedure for managing minutes on website
 - * approaching First Nations
 - * establishing Research Planning Committee
 - * preliminary business plan and budget forecast for fiscal year
 - 4) Other Business
 - 5) Next Meeting
-
- 1) Approval of April 22 draft minutes
 - **Anne moved to adopt minutes, Brian seconded. Approved.**
 - 2) Business arising from March 4 meeting
 - A) Governance Structure paper
 - **Board to prepare a separate procedure that describes how and when members pay their dues**
 - **Carl will update the document to include important items and language from bylaws and Societies Act. Tom will review new draft to be tabled at the next meeting.**
 - **Board will prepare a separate conflict of interest policy**
 - B) Project Proposals
 - Four submissions to the CFS were rejected. Phil B. has requested a rationale for selecting proposals.
 - **Kevin will contact Bob Clark (the “beetle boss”) to see if he can provide insight into how proposals were ranked**
 - C) Communications
 - Jim did interview with Interior News
 - D) Meeting Minute Procedures
 - Kevin prepared a draft procedure for posting meeting minutes on the website (copy distributed)
 - **Irving Moved to accept the procedure with amendments: post AGM minutes for 24 months, remove draft. Seconded by Anne. Approved.**
 - E) Membership update
 - Twenty-seven members paid to date

- F) First Nations Protocol
- Defer to next meeting
- G) Research Planning Committee
- Dave Bustard and Kate Smallwood have confirmed interest in participating. Larry McCulloch is still waiting to hear about a contract in Africa. Tracy Sommerville had indicated interest, but not a firm confirmation. Carl still trying to connect with Melissa Todd.
- Candidates to date: Sharon Robertson, Don Reid, Dave Coates, Phil Burton, Frank Doyle, Harold Reedy, Lawrence Turney, Irving Fox, Dave Bustard, Kate Smallwood, (Tracy Somerville), (Larry McCulloch), (Melissa Todd)
- **Frank to prepare the letter of invitation as soon as possible.**

3) New Business

A) SICEAI Program

- The Centre has been invited to submit a proposal to the softwood lumber community transition fund (SICEAI)
- Kevin presented a proposal for hiring a contractor to assist with brainstorming, and submitting a proposal to the SICEAI program
- Deborah Sargeant is the only one of the three candidates identified by the board who is available
- **Sybillie Moved to hire Deborah Sargeant to do work with the Board on Phase 1 proposal development. Seconded by Anne. Approved.**
- Proposed date for brainstorming session is May 22nd, 9:00 am. Location tba.
- **Anne will contact Deborah to set up brainstorming session.**
- **Anne and Brian will negotiate an appropriate contract, for up to \$2,000.**
- **Carl Vandermark will seek a letter of support for the Centre from the Mayor of Houston**
- **Tom Buri will seek a letter of support for the Centre from the mayor of Hazleton.**
- **Ann will invite Sharon Robertson to brainstorming session**

B) Logo

- Comments received on drafts. Development continues

C) Business Plan and Budget

- Will await the outcome of brainstorming session and larger initiatives.

4) Other Business

A) Sandra Thomson

- Sandra has volunteered to do some homework on possible foundations and funding sources for the centre.

Next meeting: June 24th; 9 am – 12 noon

- **Irving moved to adjourn. Seconded by Anne. Approved.**

Minutes taken by Kevin Kriese

