

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

**Date** –February 15<sup>th</sup>, 2016, 12:00 pm

**Location** – The Alpenhorn, Upstairs meeting room, Smithers, BC

**Present:** Adrian de Groot (chair), Johanna Pfalz(recording), Richard Overstall, Sybille Haeussler, Brian Edmison, Jocelyn Campbell, Don Morgan, Alan Baxter (1:00 pm)

**Absent:** Alison Beal, Greg Knox, Phil Burton

**Staff Present:** Rick Budhwa

Topic and Discussion	Motion	Action	Due Date	Responsibility
<b>1: Approval of Agenda</b>				
Agenda accepted as amended Brian – provided financial statements for 2015 Sybille – requested in-camera session after working group on policy topic	Richard moved to accept revised agenda, Johanna seconded, All in favour - passed			
<b>2: Approval of January 18<sup>th</sup>, 2016 Minutes</b>				
Minutes of January 18 <sup>th</sup> accepted as circulated by Adrian	Johanna moved, Richard seconded. All in favour – passed.			
<b>3. Agenda items from previous meetings</b>				
Working group assignment on policy and personnel report		Sybille reported out on the draft policy documents circulated to the Board. The main focus was to clarify communication channels between the Board and Operations. Recommendations include 3 Board roles including Director of Operations, Human Resources Director, and Science Director.		
		Rick spoke to the process and draft policy put forth by the Board, and expressed concerns of breakdown in governance, lack of integrity, and disregard of protocol with respect to in camera sessions.		
	Richard moved to thank Sybille and Alison for their work on the draft policy documents.			

	Richard also moved to table the draft policy documents until the new Board is elected, and a strategy session is convened with the new Board and Operations staff. Johanna seconded, All in favour – passed.	Move topic to Strategic Session in Spring 2016.		
Data Sharing Philosophy and Data Management Plan (from Oct meeting)		Postponed until after the Strategic Session		Don, Johanna, Rick
Recommendation for membership levels/fees	Suggested changes: \$50 individual member \$250 non-profit/educational \$750 business/gov't \$2000 – remains the same Jocelyn motions to take the four levels to the AGM with support of the board. Brian seconds, all in favour - passed.	Rick and Johanna to prepare prices and breakdown of what the levels of membership include for AGM.	March 14th	Rick, Johanna
Commercial entity description statement for AGM		Richard and Rick to put together a statement for the AGM.	March 14th	Richard and Rick
AGM Board Membership		Sybille, Jocelyn and Alison are standing down. Don will stay on but without the role as Operations Director. Four possible positions to fill on the board.		
AGM Date:		March 14 <sup>th</sup> , 6:00 pm Aspen River Lodge		

Strategic planning, Plan expired in 2015 so we need to discuss renewal		Alan will summarize/coallate Strategic Plan background process and documents and forward to chair for circulation to new board.		Alan
<b>4. New Business:</b>				
Brian reviewed financial statements from 2015.		NWMR is a distinct item in the statements for 2015 as it reflects the time frame for the business transition.		
		Funding for research is lower in 2015 than previous years, and 2016 projections are low as well. The Centre needs to be pro-active with respect to pulling in research funding.		
In-camera session requested by Sybille is scrubbed.				
<b>5. Adjourn Meeting</b> Next Board Meeting is the AGM March 14 <sup>th</sup> , 2016, 6:00 pm Aspen Riverhouse				