

MEETING MINUTES – Bulkley Valley Research Centre Board Meeting

Time: 12 – 2 pm Wednesday, April 1 2020

Location: On-line Meeting for all Participants

Dial-in option: Ché Elkin, Adrian de Groot, Dawn Hanson, Irene Ronalds, Kira Hoffman, Johanna Pfalz, Brad Martin, Sam Coggins, Evelyn Hamilton, Ken White, Adriana Almeida-Rodriguez, Paula Bartemucci, and Alana Clason.

Topic and Discussion	Motion/Action	Responsibility
1: Approval of Agenda	Passed	
2: Approval of February board meeting minutes	Passed	
3. Monthly update from Executive Director	<p>See files from Dawn: ED Monthly update - April 2020.pdf and Budget 2020 Forecast and Actual.xlsx.</p> <p><i>General summary</i></p> <ul style="list-style-type: none"> - RBC for Nature grant was declined because of concerns about BVRC financial status in 2018. Updating them verbally about 2019 status was not possible. <i>Alana, Dawn, Monica and Johanna to meet and discuss applying again in the fall 2020.</i> -Alana and Erica Lilles and others were successful in procuring two FCI grants - partial cutting and post-fire recruitment -Whitebark pine \$10,000 from HCTF - Wildfire conference is now on hold. Fall? - Watershed 2020 is still deciding where to hold conference. They are going ahead with planning and are 100% interested in BVRC helping with logistics and coordination if it is held in Smithers area. October 2020. -BVRC hired one co-op student (Ian Russell) and applied for 2 positions from Canada Summer Jobs Grant (they would supply minimum wage and rest is topped up through projects). Concern about whether the office administration co-op should be hired if the office is disbanded currently and ability to provide good quality experience for student (due to Covid-19). Consider re-configuring (e.g. literature search?) or declining. -Seminar series is on hold, consider virtual option, live-streaming short presentations? Bear-Smart workshops by Deb Wellwood. <p><i>Financial update</i></p> <ul style="list-style-type: none"> -\$9500 deficit projected. -Dawn working with formats to help illustrate financial situation and will continue to keep us up to date on financial situation as grants are received etc. and new information becomes available. 	Dawn
4. Agenda items		

AGM – need to determine timing and format	Decided to hold the business part of the AGM in April via phone-in by members because of the uncertainty in when we may be able to meet in person. Adrian would like to step down after many years at the helm. Dawn sent out an email with potential dates. April 22 was best date for the majority of the board. We will have the awards and other social parts of the AGM in the fall or whenever pandemic settles down.	All
Wildfire Initiative update	Kira Hoffman confirmed that she will begin a post-doc (University of Waterloo) in June 2020 under the Wildfire Initiative project. Great news and big thank you to Evelyn for all of her hard work. Phil Burton is working on finding a post-doc for his part of the project. There will be \$400 to \$500,000 over next 2 to 3 years - funding is coming into place. Evelyn and Lori working on a communication strategy to ensure effective flow of information among all of the key players (BC Wildfire Service, UBC, BVRC, etc.)	Evelyn
Insurance Update	Nothing new to report at present. Re-visit later	Dawn
UNBC outreach update	Dawn and Alana had a booth and prepared a presentation about the BVRC at UNBC's Research week with the goal of connecting with Researchers and Natural Resource Management faculty/students. They had good conversation/feed back. Potential for BVRC to promote the Natural Resources seminar series at UNBC and vice versa. Alana and Dawn made connections with the Quesnel Research Institute (Ellen Pettigrew and Phil) to collaborate/learn from one another – potentially meet up in the future when things settle. Thanks to Alana and Dawn for their work on this.	Dawn and Alana
6. New Business		
	Welcome to Sam and Brad. Thank you very much for being interested in joining the BVRC board and please reach out to any of us if you have questions. Evelyn will set up a meeting to update Brad and Sam about the Wildfire Initiative and about the BVRC Fire Steering Committee (advisory role to Board).	
7. Regular In-Camera Session	Waived	All
8. Adjourn Meeting Next Board Meeting is – April 22, 2020 4:00 pm AGM by phone	Passed. AGM date was decided after this meeting by online polling among board members.	