

Bulkley Valley Centre for Natural Resources Research and Management
Board of Directors Meeting – Minutes
May 28, 2012

Present: Laurence Turney (Chair), Sybille Haeussler, Irene Ronalds, Brian Edmison, Rick Budhwa (RPM), Adrian de Groot, Harvey Tremblay, Regina Saimoto, Greg Knox

Absent: Alison Beal, Don Morgan, Phil Burton, Tony Pesklevits,

1. Acceptance of Agenda

Brian moved to accept, Adrian seconded, approved.

2. Approval of April 25 Minutes

Adrian moved to accept, Regina seconded, approved.

3. Cumulative Effects conference update (Rick and Irene)

Conference title is “Adding it all up – Maximizing benefits from resource development in northwest BC.” Conference steering committee met today and approved the information package organized by the Program Committee and the sponsorship package organized by the Sponsorship Committee. Conference web site is ready to go live. Need to contact speakers immediately. The conference agenda calls for speakers in the broadly defined categories of social and economic effects, environmental effects and management, and industry perspectives. Conference is a go as long as sufficient sponsorship funds are found by June 30th.

4. Annual Operating Plan (Rick) and Research Planning subcommittee update (Irene)

Operational Plan : Don and Rick *are tasked with reviewing Strategic Plan and building an Operational Plan for next meeting* – following operating budget approval (this meeting)

Research planning – Johanna Pfalz has been awarded a small contract to scope out data management as a function for the centre. *Harvey to meet with Johanna.*

SWOT analysis, to determine the strengths, weaknesses, opportunities, and threats, recommended by Harvey and Rick to follow up with him.

5. Communications and Marketing subcommittee update (Sybille, Alison)

Proposed motion: *Whereas the BV Research Centre needs to more effectively communicate its mission and “what the BV Research Centre does” to potential funders, partners and the public, be it resolved that staff (Amanda) work with the Communications and Marketing Subcommittee to prepare and implement a communications and marketing plan. Contract would cost \$3000.*

Regina moved to accept the motion; Irene seconded, approved.

6. 2012 BVRC Newsletter – Involvement of Board and budget implications

Action items: Newsletter to be tied in with Communications and Marketing Plan. Google analytics, a method for tracking website visits, to be explored as a means of assessing readership to date. Communications and Marketing sub-committee to approach the membership to participate in newsletter.

7. Budget approval (Rick, Brian, Kirsteen)

3 scenarios presented: base case, conference, conference plus communications and marketing.

Brian proposed we go with scenario 3, with an opportunity to revisit if conference does not proceed. Sybille seconded, approved.

8. Contributions to Northwest Regional Science Fair (Irene)

Irene contributed funds towards a small prize in the category of “First time regional science fair participants” on behalf of the BV Research Centre, as the idea had been discussed at previous meetings.

Sybille, Regina, and Irene to participate on Awards Committee for Scholarships and Science Fair. *Motion to approach the membership to contribute to Awards as was done previously. Irene moved to accept, Regina seconded, approved.*

9. New Business

9a. Strategic Plan Review

Sybille proposes to strike a new subcommittee to review strategic plan – to be addressed at next meeting along with Operational Plan – Greg, Don, Rick

9b. Board development plans (Sybille)

Should be done annually. To be posted on website. Plan for late November.

Adrian proposed to adjourn meeting, Irene seconded, approved.

June meeting tentatively scheduled for June 25.

Minutes were taken by Irene Ronalds.