

Bulkley Valley Centre for Natural Resources Research and Management
Board of Directors Meeting
April 11, 2006

Present: Sybille Haeussler (Chair), Dave Bustard, Tom Buri, Brian Edmison, Rosemary Fox, Anne Harfenist, Don Morgan, Paul Sanborn, Rick Budhwa (RPM), Kirsteen Laing (AA)

- 1) Acceptance of Agenda
 - *Anne moved to accept; Don seconded. Approved.*
- 2) Approval of Mar. 7 Minutes
 - *Rosemary moved to adopt minutes with amended dates; Brian seconded. Approved.*
- 3) Communications
 - ad printed in newspaper announcing award winners
 - **Kirsteen to mail certificates to winners**
- 4) New Research Projects and Hiring to Meet Capacity
 - project summary distributed by email prior to meeting
 - 2 summer assistants (1 full-time and 1 part-time) to be hired/put on contract
 - 1 research associate to be hired/put on contract for 2 year position
 - **Sybille??? to write job description for research associate and have posted on website**
 - **Board members to distribute job description to academic contacts**
 - AA workload increase discussed under #6 Budget
- 5) Draft Operating Plan
 - **Rick to amend draft plan to incorporate additional projects, staff and office space and distribute to Board**
 - **Board members to provide feedback on updated draft to Rick by April 30**
 - **Board members to send Rick suggestions wrt potential office space by April 24**
 - *Dave moved to give the Research Program Manager the authority to proceed with developing an office arrangement with a maximum budget of \$12,000 for 12 months; Rosemary seconded. Approved.*
- 6) 2006 Budget
 - 3 budget options distributed at meeting
 - *Brian moved to adopt scenario 3 for the 2006 budget year and authorize spending by the Research Program Manager and Administrative Assistant within the limits listed; Dave seconded. Approved.*
 - **Kirsteen to distribute budget by e-mail to board**
- 7) New Business
 - Skeena River project proposal distributed by e-mail prior to meeting
 - conditions attached to proposal by proponent discussed at meeting
 - **Tom to distribute relevant Income Tax Act reference to board and Rick**
 - **Rick to prepare reply to proponent including Income Tax Act issue and BVRC criteria for participation in projects**

Next Meeting – May 16

Meeting Adjourned

Minutes taken by Anne Harfenist