

**Bulkley Valley Centre for Natural Resources Research and Management**  
**Board of Directors Meeting**  
**April 9, 2008**

**Present:** Sybille Haeussler (Chair), Debbie Cichowski, Brian Edmison, Anne Harfenist, Jim McCormack, Bob Mitchell, Don Morgan, Laurence Turney, Kirsteen Laing (AM)

Note: monthly information update was circulated with agenda

- 1) Acceptance of Agenda
  - *Anne moved to accept; Jim seconded. Approved.*
- 2) Approval of Feb. 13 Minutes (edited version)
  - *Laurence moved to adopt minutes; Jim seconded. Approved.*
- 3) Welcome New Board Member
  - Bob Mitchell has joined the board
- 4) Election of 2008-09 Officers
  - *Debbie moved to accept the proposed slate of officers: Sybille as President, Brian E. as Treasurer, Anne as Secretary; Jim seconded. Approved.*
  - vice president presently vacant; to be used as transition position for next president (2009-10); will look to fill position during year
  - Don to continue as Director of Operations
  - role of organising agendas and monthly information updates delegated to secretary
- 5) Audits
  - FSP will audit 3 projects this year; we can expect to be audited every year by FSP due to magnitude of funding received from them
  - Canada Revenue Agency auditing GST this year; requested information has been submitted to CRA
- 6) New Projects
  - 6 new projects to date (#s 08 2-5 and 18-19 on website list)
  - FSP projects are all continuations of previous years' projects
  - no new funders to date; emphasizes importance of fund raiser position (contractor expected to start shortly)
- 7) Budget 2008
  - draft circulated prior to meeting by Kirsteen
  - projected income and expenses reviewed and explained by Brian E.
  - *Anne moved to accept budget; Jim seconded. Approved.*
- 8) Spring Newsletter
  - **Anne and Rosemary to produce text**
- 9) Contributing Memberships
  - one new contributing member (Babine River Foundation)
  - two previous members have declined to renew due to financial circumstances in the forestry industry
  - logos of contributing members now on Centre website
  - fund raiser may pursue additional contributing memberships as part of work
- 10) Minerals North Booth
  - **Sybille or Laurence to determine essential time periods to have booth staffed**
  - **Kirsteen to ensure that business cards and brochures are available for booth**
- 11) Seed Grant Proposal
  - discussion postponed until next meeting
- 12) Carbon Offsets
  - all projects in 2008 should be encouraged to participate
  - at present, no known northern C offset program but there is interest in (participating in) setting something up

- sub-committee (Phil, Don) to continue to work on this
- **Phil to provide Rick with template for each project to keep track of those aspects of C production to be tracked this year**

13) New Business

- CRA provided all charitable organisations with a checklist of steps to ensure charitable status maintained; we reviewed list and are following all steps

**Next Meeting – May 14 at BVC office @ 15:30; Debbie C. to chair**

**Meeting Adjourned**

Minutes taken by Anne Harfenist