

Bulkley Valley Centre for Natural Resources Research and Management
Board of Directors Meeting
June 10, 2009

Present: Sybille Haeussler, Debbie Cichowski, Phil Burton, Anne Harfenist (Chair), Jim McCormack, Irene Ronalds, Kirsteen Laing (AM), Bob Mitchell, Brian Edmison, Don Morgan, Laurence Turney, Rick Budhwa (RPM)

Absent: Brian Fuhr, Rosemary Fox,

1) Acceptance of Agenda (revised version distributed June 10)

- *Anne moved to accept; Deb seconded. Approved.*

2) Approval of May 13 Minutes

- *Laurence moved to accept w edits (item 3a. Research QA "Sybille is going to send comments to") Jim seconded. Approved.*

3) Action items from previous meeting:

- a. Research Quality Assurance update: Laurence sent to Board for review today. If people have further comments please notify Laurence within next 2 weeks.
- b. Letter to Town Council: Irene sent draft letter to Board for review June 9th. Brian suggested including the BVRC financial statement of revenue and expenditures so they get an idea of our size; and making the intro a bit more punchy. Anne proposed that the Board approve the letter, with the changes and that it be sent to Sybille for signing; then send it out. Approved.
- c. Board Evaluation checklist: just a reminder to fill them out
- d. Newsletter: ready to go; will be up on new website
- e. Scholarship: 5 excellent applicants. Deb and Rosemary are taking a closer look at two of them, checking references etc; will decide on one. When recipient is announced they will submit a piece to the newspaper and our website. Laurence offered to provide a map describing the boundary of our potential beneficiary area (same as existing MOE Region 6, includes QCI to Burns Lake)
- f. Carbon Offset program: will use same procedure as MoFR for reporting. We will not be buying offsets. **(what is action item?)**
- g. *on hold until budget finalized: funding access document (Rick)*
- h. *on hold cz depends on FFESC outcome: community conversation on climate change/look at community vulnerability (Don)*
- i. *on hold until station underway: community radio (Sybille)*

4. FSP update

All continuing projects approved but no new ones at this time. Projects >\$60,000 have been instructed to spend no more than 40% of budget until notified further (after the provincial budget is announced). Sybille phoned Melanie Boyce re new proposals. The word is, recognizing the time invested in these proposals to date, when funding comes available these proposals will be the ones looked at first.

5. New Sources of Funding

- a. Board members sent in their findings on potential funders by email. How to report of findings to the membership? Many funds not appropriate for the BVRC, but might be helpful for individuals or other community groups.
 - **Rick to arrange for someone to summarize the findings for website.**

Good leads:

- SCEK a possibility when intake opens (Don is already watching this one).
 - Habitat Conservation Trust Fund is another good one (money comes from surcharge on hunting licenses, so hasn't gone away). LOI October 1st.
 - Steve and Anne are looking at Real Estate Foundation.
 - Sybille mentioned a website called Rural BC which lists all of potential funds.
- b. Community Adjustment Fund (CAF) province

Deadline is June 26 ; funding is not 100% (need to find partner funding); emphasis is on local community based projects that employ people;

Laurence has a proposal in w Frank Doyle (may become a BVRC project), Steve Osborn also has one in;

Brian E concerned that we should remain focused on our core strengths which is the silviculture and stand dynamics work of Dave Coates, for example

Phil suggested we put in a proposal to address Phil Lepage's banker's box full of old silviculture inventory trails that should be re-inventoried. There is a wealth of potential studies there, but no one has the time or money to look at them. Looking for someone to write the proposal. Phil B to offer advice.

- **Rick to talk to Phil Burton, then to Phil Lepage. Steve Osborn recommended as proposal writer. Proposals could go to both CAF and to the Federal government's Community Assistance Program (CAP)**

c. RAMP

Anne has an LOI to Real Estate Foundation to fund a facilitator role for Steve Osborn's Valley Vision project

6. Bio Blitz

Good idea, but timing tight this year; possible locations Glacier Gultch, Tyee Lake, to tie in w BC Parks, or Community Forest; June is a good time to involve school groups; Rosemay Fox and Patrick Williston had some ideas

- **Laurence to bring this up again in September for potential 2010 spring or early summer event**

7. New website content changes

Some content changes are blatant and should get done asap re updating language from new centre to an established centre; other things can wait until September

- **Sections to be reviewed by end of June: About Us –Jim; Our funding and Partnerships – Don; Our History – Sybille; Our Setting – Anne; Our Activities – Rick; Rick also to edit for flow and consistency**
- **Bios: Kirsteen is accepting new pictures, edits from everyone. (take a look at Deb's, Don's, they are great!)**
- **Further content changes to come in September w Strategic Plan review**

8. Centre Workplace Dynamics

Don gave a summary: given that we are a small non-profit, not highly structured organization (structure does cost money), and we haven't had a senior researcher in residence at the BVRC office in a long time, we need to be clear about that to new employees/contractors, because it can feel uncomfortable if people don't understand the context. We now have a Policy and Procedures package, which includes an organizational chart.

- **Don is preparing a Conflict Resolution package as well**
Protocol is that if someone has an issue, the first step is to talk to the Research Program Manager (Rick); next is to talk to Board vice-president (Don) and Rick together; next level would be to strike a subcommittee on the matter
Sybille mentioned that if someone comes to a Board member with an issue, we need to direct them to Rick

9. New Business: no new business

Next Meeting – September 16 at BVRC office @ 15:30; Anne H. to chair

Meeting Adjourned

Minutes taken by Irene Ronalds