



Canadian Fossil Discovery Centre

"The Canadian Fossil Discovery Centre is dedicated to excellence in fossil preservation, research and learning experiences."

Draft Minutes of the CFDC Board of Directors Meeting

DATE: Oct. 13, 2016
TIME: 7:10 pm
LOCATION: CFDC meeting room

PRESENT: Kevin Campbell (President), Peter Cantelon (Executive Director), Florian Lassnig, Derek Wiebe, Wes Hildebrand, Ron Cram, Ted Nelson (Secretary), Chris Leach, Joel Enns (guest)

ABSENT:

REGRETS: Shawn Bugden, Wes Hildebrand

After determining that quorum was established, the meeting was called to order at 7:10 pm by meeting President Kevin Campbell. Peter Cantelon will take minutes.

1. No conflicts of interest were presented.
2. **Approval of Consent Agenda -**
 - Executive Committee - no report
 - Adjunct Curator of Fossil Fish - no report
 - Personnel Committee - no report
 - Science, Education and Technology Committee - no report
 - Volunteer Committee - no report
 - Endowment Fund Committee - no report

Motion: That the consent agenda be adopted.
Moved by: Brian Fransen
Seconded by: Derrick Wiebe
Discussion: None
Motion carried.
3. **Approval of the Regular Agenda -**

Motion: That the regular agenda be adopted
Moved by: Ted Nelson
Seconded by: Chris Leach
Discussion: None
Motion carried.
4. Approval of the September 8, 2016 minutes tabled to November 2016 Board meeting.
5. **Appointment of new board member -**

Motion: Appoint Joel Enns to the CFDC Board of Directors until the April 27, 2017 Annual General Meeting
Moved by: Ted Nelson
Seconded by: Chris Leach
Discussion: None
Motion carried.
6. **Business Arising from the Minutes - Tabled**
7. **Action Item List -** The Action Item list was reviewed and updated.
8. **Reports -**
 1. **Executive Director -** A verbal report presented.

2. **President** - Dr. Tony Russell has been invited and has accepted a request to speak at our annual gala in 2017. Contacted Victoria Markstrom about a visit to the CFDC from Dr. Mike Caldwell.

9. **Finance Committee** - Verbal report provided.

Motion: Retain Angie Dueck as bookkeeper until the end of 2017.
Moved by: Ted Nelson
Seconded by: Chris Leach
Discussion: None
Motion carried

Motion: Appoint Joel Enns as Acting Treasurer.
Moved by: Ted Nelson
Seconded by: Ron Cram
Discussion: None
Motion carried

Motion: Authorize Joel Enns to be a signing authority for the Canadian Fossil Discovery Centre.
Moved by: Ted Nelson
Seconded by: Derrick Wiebe
Discussion: None
Motion carried

Bookkeeping Report - The CFDC Board extends its thanks to Angie for her excellent work.

10. **Membership Committee** -

Ted Nelson will review the committee terms of reference and report back with comments and suggestions.

11. **Nominating Committee** - A verbal report was made

12. **Administrator and Gift Shop Report** -

Report received. Lack of programming additions have been noted over the past three months.

13. **Field and Collections Manager** - Written report accepted as presented.

14. **Governance Committee** -

September 24, 2016 Board retreat - update and review verbal report presented.

15. **Committee of the Whole** - No report

16. **New Business** - None

17. **Future Agenda Items** - None identified

18. **Adjournment** -

Moved by: Ted Nelson
Seconded by: Derrick Wiebe
Meeting adjourned at 9:23 pm.
Next meeting scheduled for November 10, 2016 @ 7:00pm in CFDC meeting room.

Approved by:

Ted Nelson, Secretary

Date

Kevin Campbell, President

Date