



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: March 9, 2017
TIME: 7:01 pm
LOCATION: CFDC meeting room

PRESENT: Peter Cantelon (Executive Director), Ron Cram, Joel Enns (Treasurer), Shawn Bugden, Brian Fransen (Vice-President, Acting President), Ted Nelson (Secretary), Kevin Campbell (President)

ABSENT:

REGRETS: Derek Wiebe

After determining that quorum was established, the meeting was called to order at 7:01 pm by meeting Vice-President Brian Fransen. Peter Cantelon will take minutes.

1. No conflicts of interest were presented.
2. **Approval of Consent Agenda -**
 - a. Minutes of the February 9, 2017 Board meeting
 - b. Treasurer's Report - no report
 - c. Membership Committee - Committee did not meet. No report
 - d. Technology Committee - Committee did not meet. No report
 - e. Volunteer Committee - Committee did not meet. No report
 - f. Endowment Fund Committee - Committee did not meet. No report
 - g. Governance Committee - Committee did not meet. No report

Motion: Move that the consent agenda be adopted.

Moved by: Ted Nelson

Seconded by: Joel Enns

Discussion: None

Motion carried. Carried

3. **Approval of the Regular Agenda -**

Motion: Move that the regular agenda be adopted

Moved by: Joel Enns

Seconded by: Chris Leach

Discussion: None

Motion carried.

4. **Business Arising from the Minutes – None**

5. **Action Item List -** Items reviewed.

6. **Reports -**

1. **Executive Director -**

- A verbal report was presented.

- Correspondence: Birder Magazine; PVCP Vacation Planner;

2. **President -** No report presented.

3. **Finance Committee -** Verbal report provided by the Treasurer. Ask bookkeeper about net income difference in gift shop.

4. **Personnel –** ED will submit his annual personnel report by March 17, 2017

5. **Bookkeeping Report** – Peter will ask for clarification on the interest to the Coop account.
6. **Nominating Committee** – President presented the report verbally. Thirteen names have been provided with a few more to come. A final report to be provided. We should receive BIO's. Inform that their will be an election, if they are not elected there are committees that can be served on.
7. **Administrator and Gift Shop Report** - none
8. **Field and Collections Manager** – Received. Well done.
9. **Membership Committee** – Presented membership renewals and applications
7. **Annual General Meeting** – secretary presented that planning is in process
8. **Elizabeth (Betsy) Nicholls Award Terms of Reference** – President presented a verbal report.
9. **Committee of the Whole** -
 - Motion:** Move to go into Committee of the Whole.
 - Moved by:** Chris Leach
 - Seconded by:** Kevin Campbell
 - Discussion:** None

 - Motion:** Move to come out of Committee of the Whole.
 - Moved by:** Ted Nelson
 - Seconded by:** Joel Enns
 - Discussion:** None
 Motion carried.
10. **New Business** - None
11. **Future Agenda Items** – Strategic Plan Review
12. **Adjournment** -
 - Moved by:** Shawn Bugden
 - Seconded by:** Chris Leach
 Meeting adjourned at 9:23 pm
 Next meeting scheduled for April 13, 2017 @ 7:00pm in CFDC meeting room.

Approved by:

 Ted Nelson, Secretary

 Date

 Brian Fransen, Vice President

 Date