



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: December 14, 2017
TIME: 6:10 pm
LOCATION: CFDC meeting room

PRESENT: Peter Cantelon (Executive Director), Chris Leach (Vice-president), Gerry Peters, Kevin Campbell (President, Acting Secretary), Derek Wiebe (Secretary); Gloria Thom

ABSENT:

REGRETS: Vassan Aruljothi, Art Petkau, Joel Enns (Treasurer), Shawn Bugden

After determining that quorum was established, the meeting was called to order at 6:10 pm by Kevin Campbell. Peter Cantelon will take minutes.

1. No conflicts of interest were presented.
2. **Approval of Consent Agenda -**
 - a. Minutes of the November 9, 2017 Board meeting
 - b. President's Report – No report
 - c. Personnel Committee – No report
 - d. Membership Committee - No report
 - e. Volunteer Committee - No report
 - f. Endowment Fund Committee - No report
 - g. Betsy Nicholls Committee – no report

Motion: Move that the consent agenda be adopted.

Moved by: Derek Wiebe

Seconded by: Gloria Thom

Discussion: None

Motion carried. Carried

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

Motion: Move that the regular agenda be adopted

Moved by: Chris Leach

Seconded by: Derek Wiebe

Discussion: None

Motion carried.

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

5. **Action Item List -** Items reviewed. Add GPS coordinates and regional map with dig sites to ERP. M.Sc. request taken for info. Volunteer Ctte. T of R to be formatted according to standard.

6. **Reports -**

1. **Executive Director** (November 2017; distributed) – Verbal report
 - i. Announcements
 - ii. Correspondence

7. **Treasurer/Finance Committee –**
 - i. Bookkeeper Report (November 2017; distributed)
 - ii. Comparative Balance Sheet (November 2017; distributed)
 - iii. Comparative Income Statement (November 2017; distributed)
 - iv. 2018 DRAFT Budget

Motion: Move that the DRAFT 2018 Budget be adopted

Moved by: Derek Wiebe

Seconded by: Gloria Thom

Discussion: None

Motion carried.

2. **Field & Collections Manager (November 2017) distributed – received.**

3. **Standing Building Cttee** – verbal report

8. **Governance Cttee** – verbal report. DRAFT by-laws presented.

Motion: Move that the new DRAFT By-laws be accepted, distributed to membership for feedback and presented to the membership to adopt at a General meeting in February 2018.

Moved by: Chris Leach

Seconded by: Derek Wiebe

Discussion: None

Motion carried.

9. **Committee of the Whole** –

10. **New Business** –

11. **Future Agenda Items** – Membership Committee

12. **Adjournment** -

Moved by: Derek Wiebe

Seconded by:

Meeting adjourned at 6:40 pm

Next meeting scheduled for Jan 11, 2017 @ 7:00pm in CFDC meeting room.

Approved by:

Kevin Campbell, Chair

Date