



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: November 9, 2017
TIME: 7:24 pm
LOCATION: CFDC meeting room

PRESENT: Peter Cantelon (Executive Director), Chris Leach (Vice-president), Vassan Aruljothi, Gerry Peters, Kevin Campbell (President, Acting Secretary), Gloria Thom, Art Petkau, Joel Enns (Treasurer), Shawn Bugden

ABSENT:

REGRETS: Derek Wiebe (Secretary)

After determining that quorum was established, the meeting was called to order at 7:24 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 October 12 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: Art Petkau

Seconded by: Vassan Aruljothi

Discussion: None

Motion carried. Carried

3. Approval of the Regular Agenda -

Motion: Move that the regular agenda be adopted

Moved by: Gerry Peters

Seconded by: Shaun Bugden

Discussion: None

Motion carried.

4. Business Arising from the Minutes – None

5. Action Item List - Items reviewed.

6. Reports -

1. **Executive Director** (October 2017; distributed)

- i. Announcements
- ii. Correspondence

2. **Treasurer/Finance Committee –**

- i. Bookkeeper Report (October 2017; distributed)
- ii. Comparative Balance Sheet (October 2017; distributed)
- iii. Comparative Income Statement (October 2017; distributed)
- iv. 2018 DRAFT Budget – Discussed. New DRAFT coming next week. Ensure exhibits continue to be a priority.

3. **Field & Collections Manager (October 2017) distributed – received.**

4. **Nominating Ctte**

i. Appointment of committee to initiate preparations for 2018 AGM. Gerry Peters has agreed to be on the committee.

Motion: Move that Gerry Peters and Rick Klippenstein be part of the nominating committee

Moved by: Art Petkau

Seconded by: Chris Leach

Discussion: None

Motion carried.

5. **Standing Building Ctte** – chair of the committee, Art Petkau, presented on the meeting of the building committee. Continue to communicate the benefit for the CFDC better to the community. ROI document referenced.

6. **Governance Ctte** – Chris Leach presented on upcoming planning day; provided an agenda.

i. strategic planning update

7. **Committee of the Whole –**

Motion: Move that the CFDC board move into Committee of the Whole

Moved by: Shaun Bugden

Seconded by: Gloria Thom

Discussion: None

8. Motion carried.

Motion: Move that the CFDC board move into Committee of the Whole

Moved by: Joel Enns

Seconded by: Shaun Bugden

Discussion: None

Motion carried.

Motion: Move that the CFDC board accept the recommendation made in Committee of the Whole to issue an honorary Lifetime Membership to as yet to be named individual at the 2018 Gala.

Moved by: Shaun Bugden

Seconded by: Gloria Thom

Discussion: None

Motion carried

9. **New Business –**

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

11. **Adjournment -**

Moved by: Gerry Peters

Seconded by:

Meeting adjourned at 9:08 pm

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

Approved by:

Kevin Campbell, Acting Secretary

Date