



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: February 11, 2016

TIME: 7:07 pm

LOCATION: CFDC

PRESENT: Kevin Campbell (President), Peter Cantelon (Executive Director), Ron Cram, Chris Leach, Shawn Bugden, Brian Fransen (Vice-President)

ABSENT:

REGRETS: Ted Nelson

After determining that quorum was established, the meeting was called to order at 7:07 pm by meeting Chair Kevin Campbell. Peter Cantelon will take minutes and Joe Brown will be Acting Secretary

1. No conflicts of interest were presented.

2. Approval of meeting Agenda.

Motion: Approve the Agenda as circulated.

Moved by: Joe Brown

Seconded by: Ron Cram

Discussion: None.

Motion carried.

3. **Review and approve minutes** of the January 14, 2016 board meeting.

Motion: Approve the Minutes as amended.

Moved by: Brian Fransen

Seconded by: Chris Leach

Discussion: None.

Motion Carried.

4. **Business arising from the minutes** - None

5. **Action Item List** -

6. **Announcements** - Peter Cantelon talked about some significant announcements

7. **Correspondence** - Passed around Manitoba Vacation Guide

8. **Treasurer report** - Verbal report was presented by Peter Cantelon.

9. **Administrator and Gift Shop report** - Report was received as presented. Peter Cantelon will make arrangements to allow board members to preview the beta version of the new CFDC website.

10. **Field & Collection Manager report** - Report received as presented. A request was made to have more than specimen numbers on the report and to tell us what it is i.e. plesiosaur, shark, mosasaur.

11. **Executive Director Report** - Report received as presented.

12. **President Report** - A brief verbal report was presented. Peter Cantelon will take responsibility to coordinate our fundraiser with Morden Area Foundation Executive Director Lynda McLean. We will

present honorary lifetime memberships to Don Bell and Henry Isaak as part of the celebrations. We will incorporate the book launch and author. Would like to create a palaeontology award in honour of Dr. Elizabeth Nichols.

Motion: To establish an award in honour of Dr. Elizabeth Nichols

Moved by: Joe Brown

Seconded by: Shawn Bugden

Discussion: It was agreed that criteria and definitions would be determined in time.

Motion Carried.

13. Committee Reports

14.1 Executive Committee - No report

14.2 Personnel Committee - The committee met February 10, 2016 and will meet with the Executive Director on February 18, 2016. Input will be solicited from the committee chairs. Committee will be working to document a formal process for future members.

14.3 Science, Education & Technology - No report. Kevin Campbell will contact the committee chair regarding establishing Dr. Elizabeth Nichols award.

14.4 Governance Committee - A verbal report was presented by committee chair. There is a plan to have a Saturday workshop on finalizing new by-laws and ensuring every opportunity for feedback and contribution before presenting for adoption.

14.5 Nominating Committee - A verbal report was presented. The committee will request a small bio from nominees for the AGM. A question arose as to whether the committee should ensure that officers are available and willing to serve prior to the next AGM.

14.6 Finance Committee - See Treasurer's report

14.7 Volunteer Committee - Verbal report was presented.

14.8 Endowment - Verbal report presented.

14. Committee of the Whole - No items to discuss.

15. New Business - none.

16. Future agenda items - none.

17. Adjournment motion.

Moved by: Brian Fransen

Seconded by: Shawn Bugden

Meeting adjourned at 8:56 pm.

18. Next meeting.

March 10, 2016 7:00pm at CFDC.

Submitted by:

Joe Brown, Acting Secretary

Date

Approved by:

Kevin Campbell, President

Date