



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: October 12, 2017
TIME: 7:02 pm
LOCATION: CFDC meeting room

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

ABSENT:

REGRETS: Joel Enns (Treasurer), Shawn Bugden

After determining that quorum was established, the meeting was called to order at 7:05 pm by Chris Leach. Peter Cantelon will take minutes.

1. No conflicts of interest were presented.

2. Approval of Consent Agenda -

- a. Minutes of the August 17 2017 Board meeting
- b. President's Report – No report
- c. Personnel Committee – No report
- d. Membership Committee - No report
- e. Nominating Committee - No report
- f. Volunteer Committee - No report
- g. Endowment Fund Committee - No report

Motion: Move that the consent agenda be adopted.

Moved by: Derek Wiebe

Seconded by: Art Petkau

Discussion: None

Motion carried. Carried

3. Approval of the Regular Agenda -

Motion: Move that the regular agenda be adopted

Moved by: Gloria Thom

Seconded by: Derek Wiebe

Discussion: None

Motion carried.

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

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

6. Establishment of an Ad Hoc Building Steering Committee

Motion: Move that the CFDC board establish an Ad Hoc Building Steering Committee

Moved by: Gerry Peters

Seconded by: Kevin Campbell

Discussion: None

Motion carried.

7. Reports -

1. Executive Director -

- i. Announcements
- ii. Correspondence
- iii. Prospective Sale of CFDC Property

- Note was made to focus on building fundraising and donations to the CFDC; Sustainability fund needs to be established; Questions were answered about the financial reports.

2. **Treasurer/Finance Committee –**

- i. Bookkeeper Report (September 2017; distributed)
- ii. Comparative Balance Sheet (August & September 2017; distributed)
- iii. Comparative Income Statement (August & September 2017; distributed)

3. **Field & Collections Manager (August & September 2017) distributed – received.** Discussed future of MPS.

4. **Governance Ctte** - No report presented.

- i. Bylaws and strategic planning update

5. **Betsy Nicholls Awards Ctte.** Update provided. \$75/ticket .

8. **Committee of the Whole -**

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

Moved by: Kevin Campbell

Seconded by: Gloria Thom

Discussion: None

Motion carried.

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

Moved by: Art Petkau

Seconded by: Derek Wiebe

Discussion: None

Motion carried

9. **New Business –**

10. **Future Agenda Items -**

11. **Adjournment -**

Moved by: Kevin Campbell

Seconded by:

Meeting adjourned at 8:51 pm

Next meeting scheduled for Nov 9, 2017 @ 7:00pm in CFDC meeting room.

Approved by:

Derek Wiebe, Secretary

Date

Chris Leach, Vice-President

Date