



Canadian Fossil Discovery Centre

"The Canadian Fossil Discovery Centre is dedicated to excellence in fossil preservation, research and learning experiences."

Notice of Meeting

To: CFDC Board of Directors
From: Chris Leach, Chair
Subject: Board of Directors Meeting
Date: Thursday, October 17th, 2019 – 7:02 pm
Place: CFDC Board Room
Present: Chris Leach (Chair); Gerry Peters (Vice-Chair); Joel Enns (Treasurer); Victoria Markstrom (Secretary); Linda Sprung; Aaron Crossman
Regrets: Dustin Boehr, Mike Duncan
Absent: Karl Redding

MINUTES

Meeting called to order by chair at 7:02 pm

1. Conflicts of Interest - None
2. Consent Agenda
 - a. Approve minutes of September 12, 2019 Board Meeting
MOTION:
THAT The Consent Agenda Items Be Adopted.
Joel Enns, Gerry Peters; CARRIED
3. Approval of Regular Agenda
MOTION:
THAT The Regular Agenda Be Approved.
Linda Sprung, Gerry Peters; CARRIED
4. Business arising from the minutes - NONE
5. Action item list - REVIEWED
6. Reports
 - a. Executive Director - NONE
 - ii. Announcements – None
Correspondence – Peter Cantelon received a letter from the Minister thanking him for his work at the CFDC
 - b. Treasurer/Finance Committee – presented.
 - i. Bookkeeper Report (September 2019; distributed)
 - ii. Comparative Balance Sheet (September 2019; distributed)
 - iii. Comparative Income Statement (September 2019; distributed)

President's Report

- i. Board appointments – Chris Leach will contact Martin for appointment.

- ii. Actions Stemming from ED Resignation – Discussion deferred to Executive Committee report
- iii. Meeting with Morden Council – Overall positive meeting, the city confirmed financial support to the CFDC; they will provide financial details soon
- iv. In Camera Discussion

MOTION:

THAT The In Camera Discussion Begin.

Gerry Peters, Linda Sprung; CARRIED

MOTION:

TO Move Back To The Meeting.

Joel Enns, Gerry Peters; CARRIED

c. Committee Reports:

- i. Betsy Nicholls Committee – Committee nominates Dr. Michael Caldwell, renowned paleontologist and chair of the biology department at the University of Alberta

MOTION:

To Approve Nomination.

Linda Sprung, Aaron Crossman; CARRIED

- ii. Endowment Fund Committee – none
- iii. Executive Committee – ED job description revised; March 1st target hiring date, Gerry Peters and Joel Enns will be staff contact, Cheryl Link and Victoria Markstrom will attend board meeting as staff representatives, CFDC has agreed to the in-kind support of the Curator’s M.Sc. degree through paid leave

MOTION:

TO Approve Executive Director Job Description.

Linda Sprung, Aaron Crossman; CARRIED

- iv. Facilities Committee: Appointment recommendations, Chris will contact Rick Klippenstein and Tyler Schroeder, Cheryl will correspond with Stantec Architecture Ltd. regarding the updated feasibility study.
- v. Finance Committee – see Treasurer’s Report
- vi. Governance Committee (Strategic Plan 2019-2021)
- vii. Membership Committee - none
- viii. Nominating Committee- none
- ix. Personnel Committee- none
- x. Volunteer Committee- none

7. Committee of the Whole

- 8. New Business – Billboard on west side of town degrading, Victoria will recommend fund allocated for repairs at budget meeting, board recommends Membership Committee research and brainstorm with staff on ways to improve membership.

9. Future Agenda Items - none

10. Adjournment – MOTION to Adjourn; Gerry Peters – 8:09 pm

Future meetings/events:

Board of Directors – November 14th, 2019 at 7 pm at the CFDC