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# Canadian Fossil Discovery Centre

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*"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 8, 2020 – 7:00 pm  
Place: CFDC **Aquasaur Theatre**  
Present: Chris Leach (Chair); Gerry Peters (Vice-Chair); Dustin Boehr ; Adolfo Cuetara Yanez (Executive Director); Aaron Crossman (Secretary); Monica Rodriguez Diez; Joel Enns (Treasurer)joining the meeting at 7:10; Linda Sprung; Kevin Campbell.  
Regrets:

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## MINUTES

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Meeting called to order by chair at 7:05pm

1. Conflicts of Interest - none
2. Consent Agenda
  - a. Approve minutes of September 10, 2020 Board Meeting

*Minutes from last meeting were distributed.*

***Motion to approve September 10, 2020 minutes.***

***Gerry, Aaron; CARRIED***

3. Approval of Regular Agenda

***Motion to approve the regular agenda:***

***Dustin, Linda; CARRIED***

4. Business arising from the minutes –  
At this moment Joel Enns is joining the meeting.
  - a. Members for the Committees

Terms of reference will be circulated.

Identify 3 or 4 committees that you can take the leadership on that committee and spend some time, or take the leadership on them

5. Action item list –  
Committees: terms of reference.
6. Reports
  - a. Executive Director (September 2020; Adolfo) – presented.
    - i. Announcements
    - ii. Correspondence
  - b. Treasurer/Finance Committee – presented by Joel Enns.
    - i. Bookkeeper Report (September 2020; distributed)
    - ii. Comparative Balance Sheet (September 2020; distributed)
    - iii. Comparative Income Statement (September 2020; distributed)
    - iv. 2020 Budget – updates if required

**Motion to approve the financial report  
Gerry, Kevin; CARRIED**

- c. President's Report - presented
  - i. Conflict of interest

President's Conflict of Interest Policy and Procedure draft were circulated. Discussion will follow at next meeting.

- d. Committee Reports:
  - ii. Betsy Nicholls Committee – none
  - iii. Endowment Fund Committee – none
  - iv. Executive Committee (EC) – none
  - v. Facilities Committee – (Adolfo) – none
  - vi. Finance Committee – none
  - vii. Governance Committee (Strategic Plan 2019-2021) – none
  - viii. Membership Committee – none
  - ix. Nominating Committee – none
  - x. Personnel Committee – none
  - xi. Volunteer Committee - none

**MOTION to move into Committee of the Whole.  
Gerry, Dustin; CARRIED**

7. Committee of the Whole

**MOTION to exit Committee of the Whole.  
Dustin, Gerry; CARRIED**

8. New Business

9. Future Agenda Items

Conflict of interest

Committee's members: terms of reference

Setting up goals

Strategic goals: List of ideas of ED's where we can go...

Kristin may be invited to discuss what she thinks about the collections

Meetings in person

10. Adjournment – 9:15 pm

***MOTION to adjourn - Joel***

**Future meetings/events:**

**Board of Directors – November 12, 2020**