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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, September 10, 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 7.40 pm; Linda Sprung; Kevin Campbell  
Regrets:

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## MINUTES

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Meeting called to order by chair at 7:07pm

1. Conflicts of Interest - none
2. Consent Agenda
  - a. Approve minutes of July 9, 2020 Board Meeting

***MOTION:***

*Minutes from last meeting were distributed.*

*Kevin Campbell proposes to delete point 8.c under new business.*

***Motion to approve the amended July 9, 2020 minutes.***

***Gerry, Aaron; CARRIED***

3. Approval of Regular Agenda

Gala: discussion on how 2021 Gala might look like.

***MOTION to approve the regular agenda:***

***Kevin, Dustin; CARRIED***

4. Business arising from the minutes - none
5. Action item list - None
6. Reports

- a. Executive Director (August 2020; Adolfo) – presented.

At this moment Joel Enns is joining the meeting.

- i. Announcements
  - ii. Correspondence
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- b. Treasurer/Finance Committee – presented by Joel Enns.
    - i. Bookkeeper Report (August 2020; distributed)
    - ii. Comparative Balance Sheet (August 2020; distributed)
    - iii. Comparative Income Statement (August 2020; distributed)
    - iv. 2020 Budget – updates if required

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

President's report and recommendation about the Conflict of Interest Policy and Procedure were circulated. The President proposes to provide a draft of a document for approval.

**Motion to constitute a Conflict of Interest Policy as per President's recommendation.**

**Joel, Kevin; CARRIED.**

- d. Committee Reports:
  - ii. Betsy Nicholls Committee – There is a chosen recipient of this award for 2020. Kevin is suggesting to pass the 2020 recipient to be 2021 recipient. Call to order this committee to meet and make a decision about next gala and the award.
  - iii. Endowment Fund Committee – none
  - iv. Executive Committee (EC) – none
  - v. Facilities Committee – (Adolfo) – presented, Sputnik moving forward
  - 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

a. Appointment of Officers for 2020 (Chair, Vice-Chair, Treasurer, Secretary) – Officers are proposed as follows: Chris Leach as Chair, Gerry Peters as Vice-Chair, Joel Enns as Treasurer, and Aaron Crossman as Secretary.

***MOTION to appoint Officers for 2020.  
Linda, Dustin; CARRIED***

b. CFDC Van (Adolfo)

***MOTION to support decision on van disposal.  
Gerry, Dustin; CARRIED***

9. Future Agenda Items

Kevin Campbell about **Committee Reports**: repopulate the committees. Recirculate terms of reference and who is part of these committees. Also look into External and Internal members for the committees.

10. Adjournment – 8:53 pm

***MOTION to adjourn - Gerry***

**Future meetings/events:**

**Board of Directors – October 8, 2020**