



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, March 11, 2021 – 7:00 pm
Place: Virtual meeting
Present: Chris Leach (Chair), Gerry Peters (Vice-Chair), Aaron Crossman (Secretary), Joel Enns (Treasurer), Kevin Campbell, Monica Rodriguez, Linda Sprung, Adolfo Cuetara Yanez (Executive Director), and Kristin Brink as a guest.
Regrets: Dustin Boehr

MINUTES

Meeting called to order by chair at 7:03pm

1. Conflicts of Interest –

2. Consent Agenda

Minutes from last minutes were distributed,
Motion to approve February 11, 2021 minutes.
Aaron; Gerry CARRIED

3. Approval of Regular Agenda
Motion to approve the regular agenda
Aaron, Gerry; CARRIED

4. Business arising from the minutes

- Committee Terms of Reference.
- Conflict of Interest Policy (previously attached)
Kevin about repeated content on the 1st sentence of the last paragraph and on the 1st sentence of paragraph above; about including a reference to positions such as the Adjunct Curator...Reference to permanent employees serving on the Board.
We will do those changes and circulated next month to be approved.
- CFDC Priority Options Paper. (previously attached)
- CFDC 50th Anniversary in 2021 ideas reminder banner for the summer and the big sign for the summer...

- e. Endowment Fund recommendation: Kevin suggesting the education committee to deal with the endowment fund as one of their responsibilities, since it is once a year responsibility and their composition is almost identical. "To determine and provide the CFDC board of directors with a list of recommended expenditures within the scope of the annual disbursement provided to the CFDC by the Morden and Area Foundation".

Linda to add that to the terms of reference.

***Motion to approve terms of reference with that amendment,
Linda, seconded by Kevin; CARRIED***

- 5. Action item list – attached.

6. Reports

- a. Executive Director (February 2021; Adolfo) – presented.
 - i. Announcements
 - ii. Correspondence

Recommendation to temporarily hire Gerry Peters for the intake and lab.

- b. Treasurer/Finance Committee – presented by Adolfo
 - i. Bookkeeper Report (February 2021; distributed)
 - ii. Comparative Balance Sheet (February 2021; distributed)
 - iii. Comparative Income Statement (February 2021; distributed)
 - iv. 2021 Budget – Review as required

***Motion to approve the Treasurer/Financial report.
Joel, Gerry; CARRIED***

- c. President's Report - presented
 - i. AGM Notice Schedule(distributed)
 - ii. Access Event Center: Access Egress
- d. Committee Reports:
 - iii. Betsy Nicholls Committee – not active at this time.
 - iv. Endowment Fund Committee – (ED, Kevin and Dustin with Kirstin as an Advisor). This committee is in charge of identifying needs for education and research.
 - v. Executive Committee (EC) – active as required.
 - vi. Facilities Committee – (Adolfo) – active, terms of reference to be drafted by ED and Chris (Adolfo is chair).
 - vii. Finance Committee – active (Adolfo and Joel)
 - viii. Governance Committee (Strategic Plan 2019-2021) – active as required, Chris plus two additional members. Draft Policy on Hunting on CFDC Property. The policy will be draft by this committee.
 - ix. Membership Committee – active, (Gerry and Linda)
 - x. Nominating Committee – active, (Gerry and Dustin). Update on Nominations and eligibility: Gerry informing about four possible candidates. Verification who need to be reappointed and who will not: Chris not on board, let know

- xi. Science, Education, and Technology (SET) Committee– needed, draft terms of reference have been circulated for review and approval. (Kirstin, ED and others).
- xii. Personnel Committee – active, (Chair and Vice-Chair)
- xiii. Volunteer Committee – not a priority at this time.

7. Committee of the Whole

8. New Business

Donna Lumgair passed away recently, a written communication will be sent to the family and Chris will contact David by phone.

9. Future Agenda Items

10. Adjournment – 9:02 pm
MOTION to adjourn -Gerry

Present:

Regrets:

Absent:

Future meetings/events:

Board of Directors – April 8, 2020

2021 AGM April 29