

# Canadian Fossil Discovery Centre

## Notice of Meeting

To: CFDC Board of Directors

From: Chris Leach, Chair

Subject: Board of Directors Meeting

Date: Thursday, April 8, 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), Dustin Boehr, and Kristin Brink

Regrets:

## MINUTES

Meeting called to order by chair at 7:00pm

1. Conflicts of Interest – None.
2. Consent Agenda

- a. Minutes from last minutes were distributed,

Motion to approve March 11, 2021 minutes.

Dustin; Gerry CARRIED

3. Approval of Regular Agenda

Kevin is proposing an additional point 4.e: Kristin to be appointed to be part of the Board of Directors.

Motion to approve the regular agenda with that amendment

Kevin, Gerry; CARRIED

4. Business arising from the minutes

- a. Committee Terms of Reference. No update.

- b. Conflict of Interest Policy (revised draft attached)

Kevin is proposing to add a final sentence for board members, adjunct curators and staff to sign the compliance of the policy.

Motion to approve the policy with that amendment:

Kevin, Dustin; CARRIED

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c. CFDC Priority Options Paper. (previously attached)

d. CFDC 50th Anniversary in 2021 ideas: 50th anniversary signs and Shark Exhibit advertising.

e. Appointment of a Board of Director Member

Motion to appoint Kristin Brink to be member of the Board of Directors

Kevin, Gerry, CARRIED

5. Action item list –Policy of use of the land of CFDC property.

6. Reports

a. Executive Director (March 2021; Adolfo) – presented.

i. Announcements

ii. Correspondence

Board of directors are recommending to hire Gerry Peters for the intake and lab temporarily until summer students will come.

b. Treasurer/Finance Committee –

i. Bookkeeper Report (March 2021; distributed)

ii. Comparative Balance Sheet (March 2021; distributed)

iii. Comparative Income Statement (March 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)

d. Committee Reports:

ii. Betsy Nicholls Committee – not active at this time.

iii. Endowment Fund Committee – (ED, Kevin and Dustin with Kirstin as an Advisor). This committee is in charge of identifying needs for education and research.

iv. Executive Committee (EC) – active as required.

v. Facilities Committee – (Adolfo) – active, terms of reference to be drafted by ED and Chris (Adolfo is chair).

vi. Finance Committee – active (Adolfo and Joel)

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vii. Governance Committee (Strategic Plan 2019-2021) – active as required, Chris plus two additional members. Draft Policy on Use of land on CFDC Property. The policy will be draft by this committee.

viii. Membership Committee – active, (Gerry and Linda)

ix. Nominating Committee – active, (Gerry and Dustin). Report presented.

Motion to accept the nominating committee slate.

Gerry, Dustin; CARRIED

x. Science, Education, and Technology (SET) Committee– needed, draft terms of reference have been circulated for review and approval. (Kirstin, ED and others).

xi. Personnel Committee – active, (Chair and Vice-Chair)

xii. Volunteer Committee – not a priority at this time.

7. Committee of the Whole

8. New Business

9. Future Agenda Items

10. Adjournment – 8:57 pm

MOTION to adjourn -Kevin

Present:


Regrets:

Absent:

Future meetings/events:

Board of Directors – May 13, 2020

2021 AGM April 29

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