



Canadian Fossil Discovery Centre

To: CFDC Board of Directors
From: Allison Halstead, Acting President
Subject: Special Board of Directors Meeting
Date: Thursday, October 14, 2021 – 7:00 pm
Place: Virtual meeting
Present: Allison Halstead, Aaron Crossman, Kevin Campbell, Monica Rodriguez, Dustin Boehr, Henry Penner, Kirstin Brink, and Adolfo Cuetara (Executive Director), Linda Sprung at 8.40pm

Regrets: Linda Sprung, Trevor Frost

MINUTES

Meeting called to order by the Acting Chair at 7.05 pm.

1.-Conflict of Interest: None

2.- Consent Agenda

2.1 Minutes of the August 12nd Board of Directors' Meeting

Minutes were circulated.

Motion to approve the minutes: Henry, Dustin: carried.

2.2 President's Report: no report

2.3 Committee Reports: Membership, Nomination, Science and Education

3.- Approval of the Regular Agenda

Some changes on the agenda were proposed:

"Adding 4.1 Bylaws draft approval"

Motion to approve the Regular Agenda with that amendment: Kevin, Aaron: carried.

4. Business arising from the minutes

4.1 By-Laws draft approval:

Document has been circulated including some corrections on grammar and formatting and some updates.

Motion to approve the By-laws draft, Kevin, Dustin: carried

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4.2 Special General Member Meeting

Board members agreed on November 25th at 7.00 pm to call the special meeting for the sole purpose of approving the By-laws as presented.

4.3 Committee assignments

4.3.1 Personnel Committee: Need to review Personnel Policy. Allison will join the Committee

4.3.2 Governance Committee: Strategic Plan: to meet in November to come up with a document. Adolfo to send a document.

5. Reports:

5.1 Executive Director August/September 2021 has been presented.

5.1.1 Correspondence: None

5.2 Finance Committee. August/September 2021

5.2.1 Bookkeeper report August/ September 2021

5.2.2 Comparative Balance Sheet August/September 2021

5.2.3 Comparative Income Statement August/September 2021

Motion to approve the financial statements, Henry, Dustin, carried

6. New Business:

Motion to move into Committee of the whole, Kevin, Henry carried

6.1. Committee of the Whole

Motion to exit Committee of the whole: Kevin, Henry, carried

7. Future Agenda Items

7.1 Nominating Committee: to get report by December

8. Adjournment

Adjourned at 8.42 pm.

Future meeting/events:

Board of Directors- December 9th, 2021

Special General Meeting – November 25th.

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