



EXECUTIVE COMMITTEE MINUTES OF MEETING

Date: May 22, 2015
Time: 9:00 AM – 10:00 AM
Location: Teleconference

Present: Stephanie Killam (chair)
Juergen Puetter
Wayne Sawchuk
David Luff
Regrets: Corrine Porter

Meeting Materials:

Three attachments and an email string were provided to support the agenda.

1. *Review and Approve Agenda*

Approved as drafted. Moved by Wayne Sawchuk, seconded by David Luff.

2. *Review and Approve Agenda*

Approved as drafted. All actions items completed other than publishing and forwarding Premier's Report. Delayed to allow for additional feedback from MFLNRO. Last report was submitted to Minister of MFLNRO but Executive prefer the report be sent to the Premier with copies to Minister Thompson and other Ministers of Natural Resource Agencies. The other action item not yet completed is meeting with Laura Plante to discuss our initiative to review Board membership and composition. Once that meeting is held Executive will poll the Directors for volunteers to undertake this review.

Approved as drafted. Moved by David Luff, seconded by Wayne Sawchuk.

3. **Operating Budget Update**

a) **2014/15 Fiscal Year End Report: Phil Zacharatos**

A brief overview of a revision to the report was made by Phil. David Luff's travel expenses from last fall were submitted near to the end of fiscal year end. Originally, this expense was to be carried into fiscal 2015/16 but RNA, who provides financial administrative services to the Board, was able to charge this expense to 2014/15 fiscal. This report was revised accordingly.

Noted and approved by Executive.

ACTION: Phil to post the revised report on the secured section of the Board's website and notify Board members that it is there.



b) 2015/16 Operational Budget Forecast Revision

As a result of the revision in the preceding year end report, this forecast was revised accordingly. The budget forecast was adjusted to reflect the cancelled June 2nd Board meeting. After some discussion the Executive concluded that the forecast be adjusted to accommodate a potential additional Board meeting in February, 2016.

The Executive feel strongly that the Board should meet bi-annually to maintain engagement, commitment, networking and feeling valued of Board members. It is recognized meetings must have a business focus or theme but the very act of meeting as a Board is considered an essential element of the Board's work.

Although the forecast projects a potential shortfall of approximately \$24,000 the Board is confident that it can largely be managed down through prudent fiscal management, otherwise budget uplift will be tendered to MFLNRO in the third quarter of this fiscal year.

Noted and approved by Executive.

ACTION: Phil to revise the forecast to accommodate the additional Board Meeting and post the revised forecast on the secured section of the Board's website and notify Board members that it is there.

4. Redfern Trail Signage Initiative

Executive discussed this item and noted that there was a balance between ensuring hikers stayed on designated trails versus maintaining wilderness qualities and experience. The information contained in the email chain between the Ministry and others appeared to confirm that ministry officials understood this balance. Information should be sent to Board member Barry Holland for his information, feedback and potential monitoring as this initiative unfolds.

ACTION: Phil to forward email chain to Barry Holland. Phil to request ministry officials to keep him in the loop as the initiative unfolds. Phil to review additional material and forward relevant highlights to Executive members if necessary.

5. UNBC/MKMA Collaborative Partnership Agreement Update

David Luff provided a brief overview of the Partnership Agreement and proposed changes.

- The Agreement expired about 10 days ago;
- Difference with this agreement is that it covers a four year period instead of three. This aligns the time period with previous (other than the last agreement) agreements;
- The Agreement's structure remains the same;



- Identified priorities by the Advisory Board reflect those shown in its strategic plan and operational business plan;
- Working Group members will meet on the afternoon of June 2nd (Wayne to attend as well; Stephanie will call in) to determine mutually agreeable priorities, potential funding opportunities from the Endowment and potential additional funding sources to assist with addressing priorities; and
- Stephanie to sign the document early next week at UNBC to allow Kathy to bring signed copies of the Agreement to the June 2nd meeting.

Approved as drafted. Juergen Puetter moved, seconded by Wayne Sawchuk.

Action: David and Kathy to draft agenda for June 2nd meeting. David to forward updated Agenda to Kathy for signing by Stephanie and the University. Phil to arrange for teleconferencing protocols to allow Stephanie to attend. Phil to post the Agreement on the Board's website.

6. Potential Advisory Board participation in MFLNRO TSA AAC Engagement Initiative

Phil has had a couple of conversations with Ministry officials regarding this initiative. The ministry is in the early stages of scoping this initiative and is reaching out to the Advisory Board for its advice and input. There is a potential linkage between this initiative and the work of the Fox/Obo Forest Harvesting Advice and Wilderness Definition and Vision Working Groups.

Action: Phil to remain in contact with ministry officials (little is expected to happen until the fall) and report back to the Board and/or Executive as this initiative unfolds.

7. New Business

a) Board Profile

Wayne noted that in recent conversations it appeared that many were no longer aware of the Board's business and/or if the Board even existed anymore. He recommended the Board consider improving its profile through news releases and other information notes; particularly through media targeting the Northern part of the Province. The Executive agreed and have asked Phil to investigate increasing its public profile potentially using the about to be signed UNBC/MKMA Collaborative Agreement as a focus/theme.

Action: Phil to develop a communications strategy to increase public awareness of the Board and its business.

8. Next Exec call

Friday, June 26th at 10:00 AM.

9. Meeting Adjourned: 9:57 AM.