

**Tumbler Ridge Global Geopark Society  
Board of Director's Meeting  
Tumbler Ridge, BC  
April 18, 2019 – 7:00pm**

**Present:** Roxanne Gulick Sarah Waters  
Jane Butters Charles Helm  
Birgit Sharman Darryl Krakowka  
Marsha Dufresne Charissa Tonnesen  
Steve Tory

**Regrets:**  
Joanne Kirby

---

**1. Call to Order: Chairperson**

The meeting was called to order at 7:01pm.

**2. Adoption of Agenda**

That the agenda be adopted with the tabling of point 6e for consultation between the Exec Director and Gov. Committee

Moved Steve Tory  
Seconded Jane Butters

**3. Adoption of Consent Agenda**

That the Consent Agenda be adopted as presented aside from ED report – quick question on GIC acronym (Geo Interpretive Centre).

Moved Birgit Sharman  
Seconded Marsha Dufresne  
Carried

**4. ED Report**

Accepted as presented.

Moved Birgit Sharman  
Seconded Charissa Tonnesen  
Carried

## **5. Financial Report**

- a. Suggestion that we have separate accounts for reserved funds (Rural Dividend for example)
  - i. Staff to investigate options

Motion to accept report as presented.

Moved Steve Tory

Seconded Roxanne Gulick

## **6. Executive Director Report**

- a. New Hire – Visitor Info Counselor
- b. Summer student discussion
  - i. Housing challenges
- c. Geo Interpretive Centre
  - i. Review of HCMA drawings
  - ii. Update for council on May 13<sup>th</sup>
  - iii. Development of Hartford Memorial Content
- d. Dr. Patrick McKeever visiting soon
  - i. May 19<sup>th</sup>-24<sup>th</sup>
  - ii. Sarah to be in Ottawa for some of those dates

## **7. Old Business**

- a. Strategic Planning date and survey
  - i. Everyone needs to complete survey soon
- b. Criminal Record Checks
  - i. Option to skip vulnerable sector check going forward for board members
- c. Pop-up Banners
  - i. In Progress
- d. Budget – approval – board vote
  - i. A few questions on budget revenue forecasts, conference expenses, programming expenses, and rural dividend lines

Moved Birgit Sharman

Seconded Charissa Tonnesen

Carried

- e. Policies – approval – board vote
  - i. Tabled
- f. Membership renewals – suggestion for a quarterly report - board vote
  - i. 33 Members currently
  - ii. No need for regular report
- g. Summer Student for guided hikes – update on status
  - i. To be determined

## 8. New Business

- a. Email vote to approve Cam's travel

Moved Steve Tory  
Seconded Birgit Sharman  
Carried

- b. Email vote to approve gift shop spending

Moved Birgit Sharman  
Seconded Roxanne Gulick  
Carried

- c. Social Media – suggestion for a quarterly report

- d. Minutes

Motion to go back to motion only  
Moved Roxanne Gulick  
Seconded Jane Butters  
Defeated

- e. Insurance policies – information – policy required?

- i. With an aim to streamline renewal

Motion for staff to establish an annual meeting calendar for recurring events and to review insurance and risk (along with the board) annually 2 months after the AGM

Moved Steve Tory  
Seconded Jane Butters  
Carried

- f. Email vote – Cam's travel & gift shop budget – policy for email votes?

- i. Email votes should be included in next minutes

Motion to include these starting this month

Moved Steve Tory  
Seconded Charissa Tonnesen  
Carried

- g. GGN recommendations – discussion

- i. Bulk of topic tabled to strategic planning session
  - ii. Wolverine track site
    - 1. Potential for staircase and loop trail
  - iii. Access to good rock formations
    - 1. Workbee this weekend
  - iv. Reinforcement of sensitive track site

- v. Sharing of coordinates from TRMF
- vi. Board consensus on all these points.
- h. Google drive or other area where board members can find policies, etc
  - i. Put policies, insurance, code of conduct, society paperwork there
  - ii. Steve to setup
- i. Governance & Personnel Committees
  - i. Committees merged

#### **9. Director & Guest Items**

- a. Birgit Sharman
  - i. Would like to see social media for mascots
  - ii. Funding / FSJ mayor
- b. Charissa Tonnesen
  - i. GM Hiring process
- c. Marsha Dufresne
  - i. Taught a course in FSJ
- d. Darryl Krakowka
  - i. May 3<sup>rd</sup> Freshmart launch 9am
- e. Charles Helm
  - i. Building healthy communities 2018 project in partnership w/Geopark
    - 1. Webinar topic May 16<sup>th</sup>
  - ii. Has been cleaning up the damage on Nathan/Pt Trail

#### **10. Motion to move into closed for discussion of amalgamation with TRMF and labour issues.**

Moved Marsha Dufresne  
Seconded Roxanne Gulick  
Carried

#### **Motion to come out of closed meeting.**

Moved Jane Butters  
Seconded Charles Helm  
Carried

#### **11. Next Meeting**

May 16th, 2019

#### **12. Adjournment**

THAT the meeting be adjourned at 10:05pm

---

---

Chairperson

Vice Chair / Sec-Treasurer