

## Board of Directors Meeting

### Minutes of April 17, 2020 1:30-4:30 p.m. On-Line Meeting

Present: Bruce Hatcher (Chair), Maureen Cameron-MacMillan (Vice-Chair), Fred White (Secretary), Brian MacDougall (Treasurer), Eliot Frosst (Registrar), Rod Beresford, Jim Foulds, Tracy George, Annamarie Hatcher, Stan Johnson, Gordon Kerr, Pierre La Rochelle, Liz MacCormick, Jim MacDonald, Dave Williams (15)

Regrets: Don Crosby, Foncie Farrell, Madeline Harvey, Tom Johnson (4)

1. Chair calls meeting to order at 1:36 pm, **welcomes** all, identifies regrets from Board Members unable to attend.
2. Chair calls for additional **Agenda items**: Annamarie H. adds Education Committee to Business arising. Chair asks that Dave Williams' presentation be moved up to item 8a because Dave W. may have to leave the meeting early. All agreed.
3. Vice Chair presents the draft **Minutes** of the previous BoD meeting of 20<sup>th</sup> March. (this was the first meeting held on-line using the Go-To-Meeting software). No revisions. Adopted unanimously.
4. **Business arising**:
  - a. Chair has not been able to meet with ACOA regarding Strategic planning: COVID-19 pandemic causing slowdown.
  - b. Amazing places: Chair has no report. Maureen C-M. & Pierre L. suggest Amazing places is something worth following up on, and they will do so and get information to Fred, who will gather photos and suggestions that come in.
  - c. Meeting with Mike Kelloway M.P. regarding signage event and BLBR cooperation delayed because of COVID-19 pandemic lockdown. Still no response for Jaime Battiste.
  - d. Discussion about printing and distribution of the CCA guidelines: Chair asks how many to be printed for distribution. Fred W. & Annamarie H. question link to video clips in document not seeming to be edited correctly. Stan J. reports Eileen, Theresa MacNeil & he met with the videographer in January and he was given directions on editing clips. Fred W. to follow up & report at next meeting. Gordon K. suggests we get quotes on printing 50, 100, and 200 copies of the document. Chair agrees he will get quotes on printing. Jim F. asks how many would be on a list of recipients? Pierre L. mentions the possibility of putting the document in e-book form on an available web platform. He says cost will be \$100 flat fee. Pierre L. to get this done.
  - e. Discussion about going forward with scheduled time for AGM in light of lockdown. Brian M. says as a charity we will get guidance from Government to meet our reporting obligations. Discussion continued about announcement for delayed meeting date and timing of AGM impact on Board members whose terms were expiring. Jim F. says Directors' terms of appointment to the Board will carry on until the AGM is held, but he and the Chair will check in to by-laws for certainty. Consensus that the AGM be postponed and no firm alternate date be set at this time. This to be communicated to members on the Web site and in the next newsletter.

- f. Committee rosters: Fred W. removed from the communications committee. Liz M. will send additions & revisions to the report card committee to the Vice Chair.
  - g. MOU with the Bell Museum: Chair reports that Henry Muggah has read the document and reported it looks good. Chair says he will sign the document and send it unless he receives objections before the morning of April 20<sup>th</sup>.
  - h. Education Committee: There was general discussion about the need for, and the future role of this committee. Chair says he will strike this item off the agenda until something arises. Annamarie H. reports that there was no unfinished business of this committee. Pierre L. offers that the Communications committee will subsume the role of the Education committee & decide what needs to be done.
  - i. Chair reports that an extraordinary meeting occurred to allocate budgets to various activities & committees. This will be incorporated into the April budget when presented. Treasurer reports, we will be in good shape for budget allocations for the current year. Stan J. reports that the Mi'kmaw translator for the museum project will only charge \$0.75 per word.
- 5. Treasurer's Report:** There was no financial activity during the month of March 2020. Brian M. presents the financial report for the 2019-2020 fiscal year (see budget statement documents circulated in meeting folio for details). The Total assets of the Association, as of 31 March 2020, are \$61,200.79 (vs. \$47,209.55 at EoY 2019). The total income during the year was \$162,709.00 (vs. total expenses of \$17,681.39). Net income from CCA Forum was the largest contributor to the positive change in the financial position of the Association from 2019 to 2020. Treasurer moves adoption of the annual financial report. Seconded by Eliot, passed unanimously.
- E-transfer & electronic receipts: Treasurer reports we are set up to do e-transfers so we do not need pay pal. Eliot will check on e-receipts regarding membership dues. Brian moves, seconded by Eliot that we move to E- transfer. Discussion: Pierre K. says we don't pay for pay pal until we use it. After some discussion a friendly amendment that we remove the option of membership and donation payments through pay pal from our web site and use E- transfer. Passed unanimously.
- 6. CEPI Report:** Stan J. reports that there was not much new to report because of the COVID-19 pandemic lockdown. The Senior Council and the Management Committee has approved the CEPI's annual budget. Tracy G. reports that the CEPI youth forum has been postponed until the fall. They are waiting until summer to make an announcement of a definite date. Chair asks Tracy G. how CEPI youth are feeling. Tracy G. reports that there are a variety of feelings: some feel a bit overwhelmed with schoolwork done virtually. No projects are ongoing with the lockdown. Maureen mentions that there is a "What's in your back yard" nature project that will go ahead.
- 7. CBRA / UNESCO-MaB Report:** Chair asks anyone who participated in CBRA webinars to give an update. Pierre L. attended the youth engagement and reports there was a lot of good information shared including many valuable contacts. The information is available on the CBRA web page.
- a. Indigenous circle: no report since Tom Johnson is not present. Chair reports that Tom J. has resigned from the periodic review committee because he felt he was in a conflict of interest as he serves on a CC-UNESCO Committee. And that agency is responsible for conducting Periodic Reviews.
  - b. Chair reads a letter from the Director General of the CC-UNESCO that announces the initiation of the BLBR Periodic Review, and specifies the time line, which has NOT changed as a result of

the COVID-19 pandemic. The Chair does not want to let the pandemic lockdown interfere with the work of the Board, particularly the preparation of the periodic review documents. The committee met in the previous week, divided up tasks and assigned people to lead the work on specific tasks. Jim Mac Donald will act as project manager and oversee quality control. Chair reports that there are 140 sections in the periodic review form. Committee members are leads for each section, and other board members are expected to join in where they can volunteer. Jim M. says all this information will then be loaded into project management software.

## **8. Committee Reports:**

- a. Periodic Review Committee: David Williams reports on his ongoing analysis of zones within the Biosphere Reserve (see spreadsheet circulated in meeting folio for details). Core areas are those that offer protection to biodiversity, and thus represent a key function of BRs. Ideally, core areas are to be surrounded by buffer areas, and those by zones of interaction where normal human activities take place. At present, there are 19,029 hectares of core area in the BLBR that have legal protection of some sort (six different categories). At designation (2010), the total core area was 7,730 hectares (an increase of >146% over the decade). Thus, more than 7 % of the Biosphere is categorized as core area. The provincial target for protected area is 13% (comprising 17% of water and of 10% of land). Dave W. points out that the largest gap in BLBRA is the lake itself, which includes no core area. There is room to move forward on this. Chair asks: who would take the lead on protection. Dave says DFO has jurisdiction and there is room for collaboration between DFO & Mi'kmaw on lake protection. CEPI would seem like the logical entity to pursue this. This would extend the core area of the BLBR into the lake. Chair says money from CBRA to extend core area may be available. A proposal could be made to CEPI and the various members that have authority (mainly DFO) would have to decide what form that protection would take.
- b. Registration Membership Committee: Eliot F. reports that the BLBRA currently has 14 paid-up regular members, 95 lifetime members, and 2 new members. Eliot F. moves that we send out a form to members asking for a monthly donation of \$10. When the total donation reaches \$120, donors will receive a lifetime membership. Seconded by Brian M. Jim F. inquires about administrative issues with this on our end. Brian M. says no issue, just send a yearly charitable donation receipt. Vote: 13 in favour, 1 abstention.
- c. Museum Committee: Eliot F. reports that the text display at AG Bell NHS will be translated into all 4 languages. Existing English text will be truncated and translated into Gaelic, French & Mi'kmaq. The latter will be ready April 18<sup>th</sup>.
- d. Nominations committee: Jim F. asks for volunteers. Gordon volunteers they will contact Theresa M. to serve as well.
- e. Bras d' Or Watch: Annamarie H. reports committee has had e-mail meeting. Waiting for reply on TD funding.
- f. Communications Committee: Pierre L. reports nothing new, Committee will meet soon.
- g. *Report Card* Committee: Liz M. has no report.

- h.** Signage Committee: Gordon K. reports committee has been disbanded as work is complete. Information on signage has been turned over to the communications committee for promotion.
- i.** Trail Committee: Maureen C-M. reports that there has been no meeting since the last Board meeting.

**9. Correspondence:**

- a.** Chair shares a letter of thanks from Theresa MacNeil for the letter of condolence the Director's sent to her on the death of Luke Batdorf.
- b.** Chair reports a donation from a J. & W. Clifford in memory of Luke Batdorf. The funds will be deposited in the Association's bank account and a letter of appreciation sent.
- c.** Chair reports he has submitted updated information on the Directors of the BLBRA to the Nova Scotia Registry of Joint Stock Companies.

**10. New Business:** Maureen C-M. reports an offer of books on Ecology & Nature from John MacInnis. Annamarie H. suggests that Simon Silliboy at Eskasoni High School might be interested in them. Maureen to follow up with John MacInnis.

**11. Adjournment:** moved by Maureen, seconded by Annamarie. 4:46 p.m.