

Board of Directors Meeting

Minutes of 24th January 2020, 1:30-4:30 p.m.

Ben Eoin Ski Club Boardroom

Dr. Annamarie Hatcher (Interim secretary)

Present:

Board: Bruce Hatcher (Chair), Annamarie Hatcher (Interim secretary) Maureen Cameron-Mac Millan, Jim Foulds, Elizabeth McCormick, Don Crosby, Jim MacDonald, Brian MacDougall,

Observers : Dave Williams, Pierre LaRochelle

Regrets: R. Beresford, F.Ferrell, E.Frosst,T.George, S.Johnson, T.Johnson, G.Kerr, P.MacNeil, F.White

Call to order at 1:35 pm, welcomes all, identifies regrets from Board Members unable to attend.

1. Local host welcomed us in-absentia
2. **Motion to approve agenda-** Maureen Cameron-MacMillan, seconded by Jim MacDonald, passed unanimously
3. **Motion to approve minutes of Nov. 22 (2019) Board of Directors meeting-** Jim MacDonald, seconded by Maureen Cameron-MacMillan, passed unanimously.
 - a. Discussion about wording in the minutes brought up by Don Crosby around the need for Board approval for cheques written by Forum committee
 - i. Don Crosby will forward a written submission to be lodged with these minutes (*see Addendum 1 below*)
 - ii. Brian MacDougall (Treasurer) agreed to draft an 'expenditure authorization form' to be presented to board members at the Board of Directors meeting in February
 - b. Don Crosby addressed questions about tree planting identified in minutes of Nov. 22 meeting and agreed to send a written report to the Chair about the distribution of trees (where they were dispersed and planted) (*see Addendum 2 below*)
4. **Business arising:**
 - a. Schedule of meetings had been circulated by the chair and was updated. The venues were confirmed with the exception of the Valley Mills firehall (May 15 at River Denys). The board members agreed that the AGM should be held on June 26 (Friday) at the St. Columba church hall in Iona.
 - b. Discussion concerning translation contract deferred because Eliot Frosst is not here.

- c. Liz McCormick delivered a presentation on proposed format and terms of reference for a 'State of the Ecosystem Report Card'
 - i. Board agreed that this is a valuable initiative and requested frequent updates
 - ii. Liz agreed that we can have a start by June on 6 metrics
 - iii. Board requested that we have a draft to present at the AGM in June
 - iv. The Chair agreed to circulate Liz's presentation to the board

5. **Treasurer's report:** Brian MacDougall accepted the role of treasurer on Sept. 13, 2019 when Don Crosby relinquished that position. There was general discussion about the treasurer's report. Brian reported that the ACOA accounts for signage and the Forum have been closed. Brian proposed that the BLBRA build a 'case for giving' and asked that the board consider options for fund raising. Brian also stated that the BLBRA needs to draft and approve an operating budget for next year by the end of this fiscal year.
 - a. **Motion by Brian MacDougall** that committee chairs will bring budgets to the next meeting for board discussion and approval (by Feb. 21). Motion seconded by Maureen Cameron-MacMillan and passed unanimously.
 - b. **Motion by Brian MacDougall** to accept Financial statement, seconded by Jim MacDonald and passed unanimously.

6. **CEPI Report:** report deferred because Stan Johnson is absent

7. **CBRA/ UNESCO MaB Report:** The AGM for the CBRA was held in December. They worked on a strategic plan. Chair thanked board members for input received. The next CBRA meeting will be held in late February.
 - a. **Indigenous Circle update:** deferred because Tom Johnson is absent

8. **Committee & Project /Activity Reports, updates and decisions**
 - a. **Membership:** report deferred because Eliot Frosst is not here. Jim Foulds asks that his name be removed from that committee.
 - b. **Signage:** The 100 series signs have been installed and checked. The board recognizes the hard work contributed by Gordon Kerr to make this happen. The board requested that the Chair proceed with planning a sign unveiling celebration. They suggested that it happen after Gordon Kerr returns (possibly in May). The chair agreed to approach the two new M.P.s to request their involvement with the celebration (as moved in the Nov 22 meeting). Pierre LaRoche requested that the Chair approach Parker Donham and Teresa MacNeil to do a budget for the proposed celebration which will then be brought to the board.
 - c. **Bras d'Or Watch:** Annamarie Hatcher reported that work is proceeding on

Bras d'Or kits and field guides, supported by TD FEF grant which was successful in the fall competition. She reported that the committee met on Dec 11, and a TD FEF application was submitted on Jan 14 to support Bras d'Or Watch field day 2020. Results will be known in April. She informed the board of the solid partnerships now built with Acap Cape Breton, the Cape Breton Environmental Association and the national 'Let's Talk Science' initiative.

- d. **Communications Committee:** Pierre LaRochelle accepted the position of Chair of this committee. There was some general discussion about marketing the Biosphere. Pierre is going to put out our newsletter soon as we have now missed two issues.
- e. **Museum Committee:** report deferred because Eliot Frosst is not here. However, it was stressed that significant repairs to the lighted table map need to take high priority.
- f. **Trail Committee:** Maureen reported that the committee met recently and welcomed two new members (Heather MacDougall and Ron Newcombe) . The trail toolkit is coming together nicely and Teresa McNeil has put together a group to pilot the toolkit.
- g. **Periodic Review Committee:** the committee met on Jan. 24 and outlined the work needed to satisfy the requirements for the re-designation application. The committee estimates about 108 person-days. The application must be submitted by June, 2021. The board requested that the Chair ask for a proposal from 'Common Good Solutions' to orchestrate the input in a shared document format. The board will assess their quote to do the work.

9. **Correspondence:** none

10. **New Business:** none identified

11. **Adjournment:** Moved by Maureen Cameron-MacMillan and seconded by Jim MacDonald

Addendum 1: Correspondence from Don Crosby

“After a number of questions related to the issuance of cheques in amounts exceeding the guideline proposed by the Board, the chair emphasized that expenditures in excess of the Board’s discretionary limit will not be paid in future unless it comes to the Board for approval.”

Addendum 2: Correspondence from Don Crosby

“After a discussion on the topic of Tree Planting Don Crosby agreed to contact Strathlorne Nurseries to inquire as to the availability of more trees for the members of the Bras d'Or Lake Biosphere Reserve Association (BLBRA) to acquire for the planting this spring in the communities around the Bras d’Or Lake Biosphere. If they are available then a member of the Board will be asked to coordinate the acquiring and delivery of the seedlings in numbers requested by various members of the BLBRA.”

Don reported that the trees were around 340 sugar maple seedlings and that they were distributed to: Pierre 10, Gordon 100 for St. Peter’s, Candace and Eliot @ 50 each, Fred White 20, David Harris about 60, Tom Johnson 20 and Elizabeth McCormick ?. They were planted in St. Peter’s, Ben Eoin, Eskasoni, Gillis Lake, Middle River, Boularderie (Ross’ Ferry and Kempt Head) and where Liz planted them (I don’t think the Biosphere).