



MINUTES

Swan Lake Christmas Hill Nature Sanctuary Society

Board Meeting, Thursday, June 24, 2021

Virtual Meeting via Microsoft Teams 5:30pm

The Society acknowledges with respect the Lekwungen peoples on whose traditional lands and waterways we work, and the Songhees, Esquimalt and W̱SÁNEĆ peoples whose historical relationships with the land continue to this day.

PRESENT: Fallon Lindsay (Chair), Sharon Daly (Vice-Chair), Mary-Ethel Audley (Secretary), Hugh Carruthers (Treasurer), Claudia Copley (VNHS), Carrie Andersen, Jordan Sandwith, Kalina Noel, Lynn Young, Robert Dick.

Staff Members: Cara Gibson (Executive Director),

REGRETS: Christine Morissette (Secretary), Rick Marshall

Quorum: Yes

MINUTES: Recorded by Lynn Young

1. Call to Order: 5:32 pm
2. Territory Acknowledgement: Cara Gibson
3. Approval of Agenda:

Moved by: Lynn Young

Seconded: Robert Dick

Carried Unanimously

4. Adoption of Minutes:

Motion: ``Minutes of the May 27, 2021 Board Meeting be adopted as presented``

Moved: Mary-Ethel Audley

Seconded: Claudia Copley

Carried Unanimously

5. Chair`s Remarks (Fallon Lindsay):

Committee Chairs for the coming year are as follows:

- Hugh Carruthers – Finance
- Mary-Ethel Audley – Governance
- Lynn Young – Ecosystems & Facilities
- Sharon Daly – Community Relations

Final review of the Authority Matrix

Motion: “Approve the Authority Matrix”

Moved by: Robert Dick **Seconded:** Mary-Ethel Audley **Carried Unanimously**

Note that the Authority Matrix will be reviewed and updated annually.

6. Executive Director`s Report (Cara Gibson): – report on Teams

- Cara asked for everyone`s patience due to reduced staff (5.2 FTE vs 10 in the past) and reduced office volunteers
- A Research & Education Coordinator will be hired as soon as possible.

7. Executive Committee`s Report (Fallon Lindsay):

Did not meet due to AGM

8. Treasurer`s Report (Hugh Carruthers): - report on Teams

- Replacement of windows and gable ends, at a cost of \$75,000, will be completed by end of summer
- Change of signing officers will be required with new Vice President and Secretary

Motion: “Approve Sharon Daly, Vice-President, and Mary-Ethel Audley, Secretary, as signing officers for Swan Lake Christmas Hill Nature Society”

Moved: Hugh Carruthers **Seconded:** Lynn Young **Carried Unanimously**

9. Governance Committee Report (Mary-Ethel Audley):

No report

10. Ecosystems and Facilities Committee Report : - report on Teams

Jordan Sandwith is joining this committee



11. Community Relations Committee Report (Sharon Daly): - report on Teams

12. Other Business: None

Strategic Planning (Sharon Daly, Vice Chair):

In advance of meeting, Sharon provided board members with a discussion sheet on Core Values and Core Purpose that included outcomes of Visionary Survey and two exercises to be completed prior to the meeting. Discussion will follow after this meeting.

13. Adjournment Regular Meeting: 6:06 pm

14. In Camera meeting cancelled

Next Board Meeting:

- **Thursday, July 22, 2021 at 5:30 pm**

Fallon Lindsay

Board Member Name

A handwritten signature in blue ink, appearing to read "Fallon Lindsay", written over a horizontal blue line.

Board Member Signature