



Swan Lake Christmas Hill Nature Sanctuary Society  
Minutes of the Board Meeting  
Thursday, April 25, 5:30pm  
841 Ralph St. Martelli House

**PRESENT:** Leanna Hill (Chair), Naomi Salie (Vice-Chair), Christine Morissette (Secretary), Robert Dick, Cara Gibson, Alesha Hayes, Christopher Shelton, Kathleen Burton (Executive Director) Claudia Copley (VNHS)

**REGRETS:** Fallon Lindsay (Treasurer)

*The Society acknowledges that Swan Lake Christmas Hill Nature Sanctuary is located in the traditional territories of the Esquimalt Songhees and Saanich peoples.*

**Quorum:** Yes

**MINUTES:** Recorded by Kathleen Burton

1. Call to Order: Chair, Leanna Hill, called the meeting to order at 6:58 p.m.
2. Review of Standing Agenda:
3. Adoption of April 11, 2019 Board Meeting Minutes immediately following the Annual General Meeting:

**Motion:** "Minutes of the April 11, 2019 Board Meeting held immediately following the AGM be adopted as presented."

**Moved:** Christine Morissette

**Seconded:** Robert Dick

**CARRIED**

4. Chair's Remarks (Leanna Hill):

Thank you to staff for presenting their annual reports. It was wonderful to hear from Julia Dawson, Coordinator of Volunteers and Events, Renee Cenerini, Programs Manager and Jay Rastogi, Site Manager. Welcome to Cara Gibson, we look forward to having you on the Board this year. All Board members should give thought over the next month to what 'intent' you would like to bring to the 2019/20 Board. This will be discussed at the next meeting in May.



5. Executive Director's Report: see attached report.
6. Executive Committee Report: Nothing to Report.
7. Treasurer's Report (Treasurer, Fallon Lindsay): In the absence of the Treasurer, the Chair called for a motion to update the signing authorities of the Board.

**Motion:** "That Joan Cowley, Past Chair be removed as a signing authorities to the Society her term on the Board now complete."

**Moved:** Robert Dick

**Seconded:** Christine Morissette

**CARRIED**

8. Governance Committee Report, (Secretary, Christine Morissette):

The revised Board manual was circulated as part of the April 25 meeting package. Christine reminded the Board to ensure the manual is reviewed and consideration given to the standing committees of the Board. Discussion around committees will take place at the May Board meeting.

9. Facility and Eco-Systems Committee: Report Nothing to Report
10. Donor Relations Committee Report (Vice Chair, Naomi Salie): Report Nothing to Report
11. Other Business
12. Being no further business the meeting adjourned at 7:03 p.m.
13. Next Scheduled Board Meetings:
  - May 23, 2019

Leanna Hill

Board Member Name

Leanna Hill

Board Member Signature