



Swan Lake Christmas Hill Nature Sanctuary Society
Board Meeting, Thursday, January 25, 2018
841 Ralph St. 5:30pm

Please Note: The Executive Director will be available at 5:15 to answer any questions Board members may have regarding details of the Executive Director's Report.

- 1) Agenda
- 2) Call to Order
- 3) Approval of Agenda
- 4) Adoption of November 23, 2017 Board Meeting Minutes
- 5) Chair's Remarks
- 6) Executive Director's Report
- 7) Executive Committee Report
- 8) Strategic Planning Follow up
- 9) Governance Committee Report
 - a) Draft Constitution and Bylaws
- 10) Board of Directors Nominations
- 11) Site and Ecosystems Committee Report
 - a) Boardwalk Project Tender
 - b) Leadership Victoria - Nature Play Park
- 12) Treasurer's Report
- 13) Other Business
- 14) Adjournment
- 15) Next Board Meeting: February 22, 2018



6. Executive Director's Report: See attached.

7. Executive Committee Report (Chair, Joan Cowley): A draft of the Executive Director Job profile was presented to the Board for review. The Chair reminded that Board that while the Executive Director is responsible for fundraising under the revised profile, it is still a Board responsible and Board members are expected to take an active role in fundraising. An example of this is reaching out to thank donors.

8. Strategic Planning Follow Up (Secretary, Christine Morissette): The Strategic Planning Committee reported that Strategic Planning is ongoing. The Chair of the Committee indicated that as the Society goes forward in the coming months, it will continue to work with staff and the plan itself will take shape becoming more focused, measurable and achievable. Senior staff are to be included so that they might not only have buy in but also develop their work plans to match the strategic plan.

9. Governance Committee Report, Draft Constitution and Bylaws (Secretary, Christine Morissette): The Governance Committee continued to work on the draft of the revised Constitution and Bylaws reflecting governance and not operations.

Motion: "DRAFT revision of the Constitution and Bylaws be approved in order for it to be included in the AGM package and presented for vote at the AGM, April 12, 2018."

Moved: Christine Morissette **Seconded:** Steve Chang **CARRIED**

10. Board of Director Nominations (Committee Chair, Christine Morissette): Six Directors are to be elected at the 2018 AGM. Paola Pierossi and Irina Bazhenova will not be running for reelection Christine Morissette is prepared to run for reelection. Christopher Shelton, Karen Hundleby and David Busch are up for re-election but have not yet declared their intentions. Nominations close February 10, 2018.

Susan Brice left the meeting at 6:30pm



11. Facility and Eco-Systems Committee Report (Chair, Stephen Chang):

- Floating Boardwalk: Brad Shuya has confirmed that he is willing to once again be involved in the project. Mr. Shuya has recommended the Society proceed with procuring Knappet to continue the work on the project as well. The committee agrees with this and put forward the following motion:

Motion: "To proceed with procuring Knappet Construction to continue with Phase II of the Floating Boardwalk project."

Moved: Steve Chang

Seconded: Claudia Copley

CARRIED

- Leadership Victoria approached the Sanctuary in December offering a project concept of a naturalized playground as a class project. The Board discussed options at length and in the end felt that while the Sanctuary encourages children to appreciate the natural environment, the development of a children's play area did not currently fit with Society priorities.

Christopher Shelton left the meeting at 6:51pm

12. Treasurer's Report (Treasurer, Naomi Salie): The Treasurer presented the financials.

Motion: "To approve the financials as presented."

Moved: Claudia Copley

Seconded: Irina Bazhenova

CARRIED

13. Other Business

None

14. Being no further business the meeting adjourned at 7:52 p.m.



15. Next Scheduled Board Meetings:

- o February 22, 2018 Regular Board Meeting

Leanna Hill

Board Member Name

Leanna Hill

Board Member Signature

Dear Joan, Kathleen, and fellow Board Members,

The purpose of this letter is to announce my resignation from the Swan Lake Christmas Hill Sanctuary Board of Directors, effectively immediately.

This was not an easy decision for me. The last 2 years on the board have been very rewarding. I have met wonderful people, and have enjoyed working with every one of you.

I can certainly say I have witnessed so much growth within the Board and a continuous desire to always do what is best for the Sanctuary. It was truly motivating to be part of this beautiful organization.

Unfortunately, due to some personal matters, I feel I am no longer able to put in the time and dedication the Sanctuary needs, and have decided to step down from my board member position at this time.

I will always be an avid supporter of Swan Lake, and hope I to continue to hear about the wonderful things the organization is involved with.

Thank you for everything

Sincerely

Ola Pierossi

