



Swan Lake Christmas Hill Nature Sanctuary Society
Minutes of the Board Meeting
Thursday, May 23, 2019, 5:30pm
841 Ralph St. Martelli House

PRESENT: Leanna Hill (Chair), Naomi Salie (Vice-Chair), Fallon Lindsay (Treasurer), Robert Dick, Cara Gibson, Alesha Hayes, Kathleen Burton (Executive Director) Claudia Copley (VNHS)

REGRETS: Christine Morissette (Secretary), Christopher Shelton

GUEST: Michaela Baur-Samborn

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 5:32 p.m.
2. Approval of Agenda:
Motion: "To approve the standing Board Meeting Agenda."
Moved: Robert Dick **Seconded:** Fallon Lindsay **CARRIED**
3. Adoption March Board Meeting Minutes:
Motion: "Minutes of the March 2019 Board Meeting be adopted as presented."
Moved: Robert Dick **Seconded:** Fallon Lindsay **CARRIED**
4. Adoption April Board Meeting Minutes:
Motion: "Minutes of the April 2019 Board Meeting be adopted as presented."
Moved: Naomi Salie **Seconded:** Cara Gibson **CARRIED**



5. Chair's Remarks (Leanna Hill):

Following a welcome to Michaela Baur-Samborn a round table discussion took place where Board members introduced themselves to Michaela and offered their intent to their contribution to the Board for the year.

6. Executive Director's Report: see attached report.

7. Executive Committee Report: The Committee did not meet and as such there is no report. However the Human Resource committee did. This is an offshoot of the Executive which will meet regularly for the next few months as the Human Resources policy manual is reviewed and updated.

Motion: "To revise the standing agenda to include a report from the HR Committee while work by the committee is being completed and to share the progress of the work with the Board."

Moved: Alesha Hayes

Seconded: Cara Gibson

CARRIED

8. Treasurer's Report (Treasurer, Fallon Lindsay): See attached report. Following a review of the report a discussion took place regarding underspent funds. A two page report will follow with links to how it is married to the strategic plan.

9. Governance Committee Report, (In the absence of the Governance Chair, Board Chair, Leanna Hill): The Chair confirmed that committee discussions are taking place and noted that it is expected the various committees will be formalized at the next Board meeting.

Motion: "To appoint Michaela Baur-Samborn as a director to the Board for the remainder of the 2019/2020 Board cycle."

Moved: Leanna Hill

Seconded: Fallon Lindsay

CARRIED

10. Facility and Eco-Systems Committee Report (Director, Cara Gibson): No report.

11. Donor Relations Committee Report (Vice Chair, Naomi Salie): No report.



12. Other Business

13. Being no further business the meeting adjourned at 6:35 p.m.

14. Next Scheduled Board Meeting:

- June 27, 2019

Naomi Sato - Naomi Sato

Board Member Name

Naomi Sato

Board Member Signature