



Swan Lake Christmas Hill Nature Sanctuary Society  
Minutes of the Board Meeting  
Thursday, January 23, 2020, 5:30pm  
841 Ralph St. Martelli House

**PRESENT:** Naomi Salie (Vice-Chair), Christine Morissette (Secretary), Fallon Lindsay (Treasurer), Robert Dick, Cara Gibson, Alesha Hayes (joined at 5:46), Christopher Shelton, Kathleen Burton (Executive Director), Claudia Copley (VNHS).

**REGRETS:** Leanna Hill (Chair), 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 Taylor Reese-Hansen

1. Call to Order: Vice-Chair, Naomi Salie, called the meeting to order at 5:40 p.m.

2. Approval of Agenda:

**Motion:** "To approve the Board Meeting Agenda to include an in camera session for all subsequent meetings."

**Moved:** Claudia Copley

**Seconded:** Robert Dick

**CARRIED**

3. Adoption of November Board Meeting Minutes:

**Motion:** "Minutes of the November 28, 2019 Board Meeting be adopted as presented."

**Moved:** Naomi Salie

**Seconded:** Robert Dick

**CARRIED**

4. Vice-Chair's Remarks (Naomi Salie):

The vice-chair welcomed everyone to the first Board meeting of 2020. She feels it will be a phenomenal year for the Sanctuary with lots of exciting projects coming up, including a hopeful growing Board.



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

6. Executive Committee Report:

The Chair of the Ecosystems and Facilities Committee, Cara Gibson, will be joining the Executive Committee.

7. Treasurer's Report (Treasurer, Fallon Lindsay):

The Treasurer's current focus is on the upcoming audit and communication with the Executive Director. Board members with questions regarding the 2019 budget recoding and staff vacation accrual were invited to ask questions after the meeting.

The December financials were not presented as part of this report.

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

The Governance Chair gave an update on the Board nominations process. The description of how the Society is recruiting for 2020 was provided. More colourful marketing has resulted in added interest for potential nominees to put their names forward. There is a total of 6 spots available and at this point in time, there are at least 6 applicants.

2 motions were set forward by the Governance Chair:

**Motion:** "To approve the Land Management Agreement Contract with the District of Saanich"

**Moved:** Alesha Hayes

**Seconded:** Fallon Lindsay

**CARRIED**

**Motion:** "To approve payment of the insurance at \$9285"

**Moved:** Robert Dick

**Seconded:** Fallon Lindsay

**CARRIED**

9. Ecosystems and Facilities Committee Report (Chair, Cara Gibson):

The committee is excited to report that they have aligned their 2020 goals with the Sanctuary's values and strategic priorities. These goals include archiving sanctuary data, both human governance and site management and making them free to the public, creating strategies for biodiversity monitoring and increased exchange with local indigenous and natural science communities, and managing the south wharf including a community information session. No additional capacity of the Sanctuary employees should be required to achieve these goals.



10. Donor Relations Committee Report (Vice Chair, Naomi Salie):

Lots of ideas were put forward for the 45<sup>th</sup> anniversary but the Board has decided to save these larger fundraising options for the Sanctuary's 50<sup>th</sup> anniversary.

11. Other Business

Changes to the Sanctuary's website were discussed to include bios for current Board members, to amend the order the values are listed in, and to review and amend the wording of the territorial acknowledgment.

12. Being no further business, the meeting moved in camera at 6:35 p.m.

13. Next Scheduled Board Meetings:

- Thursday, February 27, 2020

14. In Camera Session called to order at 6:43 pm

15. In Camera Session adjourned at 6:59 pm

Fallon Lindsay  
Board Member Name

[Handwritten Signature]  
Board Member Signature