

Bulkley Valley Community Resources Board (BVCRB) Minutes

Meeting Date: Nov 12, 2013. Meeting convened at 7:05 PM, Alpenhorn meeting room, Smithers, B. C.

Board Members in Attendance: Jeff Anderson (Chair), Jack Hagen, Tim Penninga, Harold Kerr, Jill Dunbar (Executive Assistant)

Guests: Trish Oosterhoff, Mike Sawyer, Christof Dietzfelbinger

Item	Discussion	Action
Minutes of Oct 8, 2013	No quorum.	Board members review June, September, October and November 2013 minutes next meeting.
Agenda	No additions.	
Board Membership	Ben Heemskerk chairing membership selection committee. Discussion: Member responsibilities and attendance requirements – members can provide input electronically if not able to attend in person. Staggered terms recommended for new members.	
Terms of Reference	Revised ToR and cover letter has been sent to government.	Jeff Anderson will circulate ToR cover letter to Board members.
Budget	Budget request has been sent to government.	Jeff Anderson will circulate budget request letter to Board members.
Public Outreach and Monitoring	Interview with Interior News will be requested. Goal is one article explaining mandate of BVCRB and issues that are dealt with, to raise the profile.	Jeff Anderson will prepare an article outline and circulate to Board members.
Administration	Signing authorities at Bulkley Valley Credit Union: <i>Motion:</i> The Board moves that Jack Hagen and Jeff Anderson are the new holders of signing authority for the BVCRB at the Bulkley Valley Credit Union. Motion passed November 12, 2013. <i>Finances:</i> Updated financial report including status of summer RAMP funds and any outstanding obligations is needed.	Tim Penninga will contact Kirsteen Laing for an updated financial report.
Summer RAMP completion project	Follow up with Recreation Sites and Trails BC is needed to check on implementation progress.	
Meeting adjourned 8:40 PM. NEXT MEETING: DEC 10, 2013, 7:00 PM Alpenhorn meeting room.		