

**ARCTIC BORDERLANDS ECOLOGICAL KNOWLEDGE CO-OP
BOARD OF DIRECTORS**

**APRIL 18, 2007
WHITEHORSE, YUKON**

MINUTES OF BOARD MEETING

IN ATTENDANCE

Dorothy Cooley (teleconference)
Gary Kofinas (teleconference)
Joanne Ahlfs (teleconference)
Michelle Sicotte (teleconference)
Mike Gill
Michael Svoboda
Lisa Taylor

REGRETS

Randall Tetlich
Kenneth Frank
Charlie Snowshoe

ACTIONS FROM THIS MEETING:

1. Gary to circulate Kaktovik questionnaire to Board.
2. Michael to contact Michelle next week to follow up on strategic planning session proposal.
3. Michael to contact Gary to discuss how to move forward with the formal review of the questionnaires.
4. Michael to set up working group to lead review of board structure, develop funding options, look at board honoraria, lead strategic planning process and review of interview questionnaires.
5. Michael to investigate funding possibilities with Government of Canada – Climate Change and IPY.
6. Board to review and provide comments on the Access to Co-op Data application form to Michael by April 20th. Michael to then finalize document.
7. Michael to circulate the NEI application to the Board.
8. Joanne to forward NFWF application template and deadlines to Michael. Michael to work with Joanne and Tevis in drafting the proposal.

9. Michael and Lisa to proceed with securing funding from current funders.
 10. Lisa to send extra Community Summary Reports to Joanne.
 11. Michael to follow up with NWT departments about funding opportunities.
 12. If NEI funding approved, Michael to talk to Dorothy about linkages and the people the Co-op needs to involve.
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1. CALL TO ORDER

Meeting was called to order at 10:07 am by Michael Svoboda. Michael chaired the meeting in Randall's absence.

2. APPROVE AGENDA

The proposed agenda was reviewed and accepted with one change. Approving the minutes was moved to the end of the agenda.

3. ACTION ITEM REVIEW

1. Board review of Kaktovik interview questions – Gary reported that it is in progress. The questionnaire will comprise of a set of open ended questions on observed changes rather than what happened last year. The questions will be emailed to board members for input soon.

Action: Gary to circulate Kaktovik questionnaire to Board.

2. Set up working group to review board structure, develop funding options, board honoraria and lead strategic planning process – Michael reported that this is a work in progress. He has submitted a proposal to WMAC for funding to do the strategic planning. Gary mentioned that we need to make sure that a formal review of the Interview Questionnaires is undertaken by the working group.

Action: Michael to contact Michelle next week to follow up on strategic planning session proposal.

Action: Michael to contact Gary to discuss how to move forward with the formal review of the questionnaires.

Action: Michael to set up working group to lead review of board structure, develop funding options, look at board honoraria, lead strategic planning process and review of interview questionnaires.

3. Investigate funding possibilities with Government of Canada- Climate Change and IPY – action is outstanding and Michael will follow up.

Action: Michael to investigate funding possibilities with Government of Canada – Climate Change and IPY.

4. Draft application process for Accessing Co-op Data - Michael sent out second draft to Board for final review.

Action: Board to review and provide comments on the Access to Co-op Data application form to Michael by April 20th. Michael to then finalize document.

5. Submit application to NEI – Michael submitted an application for 52K and we should hear back by May. The plan is to do a comprehensive review of the Co-op from the perspective of linkages between products and decision-makers. Mike added that this project would help us understand how the information is serving users and what the future potentials are.

Action: Michael to circulate the NEI application to the Board.

6. Proposal for National Fish & Wildlife Foundation – Cultural Grant (NFWF) – Joanne mentioned that there are two application deadlines per year.

Action: Joanne to forward application template and deadlines to Michael. Michael to work with Joanne and Tevis in drafting the proposal.

4. FINANCIAL / BUDGET UPDATE

Lisa provided financial update. The final reports to funders have been submitted. We are waiting for approximately 45K from funders for this fiscal year. Lisa spoke with Brenda Frost – Vuntut Park and the 4K contribution from Canadian Heritage for website upkeep and maintenance will be renewed.

Action: Michael and Lisa to proceed with securing funding from current funders.

5. MONITORING PROGRAM UPDATE

a) Canada

Lisa reported that the monitoring program went very well. All the monitors have completed their contracts with a couple of variances in number of interviews conducted (Aklavik-Inuvialuit 14 and Inuvik-Gwich'in 10). The data entry contract has been set up with Jadah Foliott again this year. As well, Aileen Horler will be doing the Community Summary Report. The goal is to have report ready for distribution in June.

Action: Lisa to send extra Community Summary Reports to Joanne.

b) U.S.

Mildred has completed her contract in Arctic Village having done 30 interviews this year. Program went well. Gary informed the Board that Bruce Iglangasak has been hired as the Kaktovik monitor. He will be conducting 15 interviews this spring. They will be recorded on tape and transcribed and a summary report will be provided. Gary mentioned that additional money may be coming from NSF (LTER) to support the Kaktovik program. This funding could be long-term.

6. TRIP TO INUVIK & AKLAVIK - MICHAEL

Michael reported that he had a successful trip to Inuvik for the Research Day where he provided a brief presentation and met lots of Borderlands involved folks. He also made a trip to Aklavik where he met Annie B. and Danny C. Charlie was instrumental in connecting Michael with the NWT Minister of Environment and Minister of Transport and TEK at the Inuvik airport. Very encouraging conversation which may lead to a funding opportunity. Michael was appreciative of Charlie's efforts.

Action: Michael to follow up with NWT departments about funding opportunities.

7. STRATEGIC PLANNING UPDATE

Michael submitted a proposal to WMAC for money to do a strategic planning session. If the funding comes through this will happen later this spring. Lisa suggested that the AGM be an 'add on' to this. Michael mentioned that with the work planned, we don't want to lose track on the positive outcomes the Co-op has accomplished.

The NEI work is an investigation, and is intended to provide information to inform any decisions made by the Co-op.

Action: If NEI funding approved, Michael to talk to Dorothy about linkages and the people the Co-op needs to involve.

8. APPLICATION PROCESS FOR DATA ACCESS

This agenda item was covered in the Action Item Review.

9. APPROVE MINUTES

The minutes from the last four board meetings were reviewed and approved as is. Michelle suggested that the approved minutes be posted to the website.

Action: Lisa to ensure that the approved minutes to each Board Meeting are uploaded to the website from this point forward.

MOTION:

THAT the Minutes of the February 7th, February 21st, March 7th and March 20th 2007 Board Meetings be approved as presented.

Moved by Mike Gill

Seconded by Joanne Ahlfs

Carried.

10. OTHER BUSINESS

Joanne informed the Board that she would be away from April 21st to May 12th.

Gary will be gone from May 12th to May 20th.

Lisa reminded the Board that the AGM must happen by end of June.

11. NEXT BOARD MEETING

Mike suggested that the frequency of meetings be adjusted to an 'as needed basis'. Next meeting to be set for the end of May.

12. ADJOURNMENT

MOTION:

THAT the meeting be adjourned.

Moved by Gary Kofinas.

The meeting was adjourned at 10:56 am.