

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

**September 5, 2007  
WHITEHORSE, YUKON**

**MINUTES OF BOARD MEETING**

---

**BOARD MEMBERS IN ATTENDANCE**

Joanne Ahlfs (teleconference)  
Gary Kofinas (teleconference)  
Dorothy Cooley (teleconference)  
Michelle Sicotte (teleconference)  
Charlie Snowshoe (teleconference)  
Robert Charlie (teleconference)

**OTHER**

Michael Svoboda  
Lisa Taylor

**REGRETS**

Mike Gill  
Wanda Pascal  
Kenneth Frank  
Matthew Gilbert  
James Andre  
Jerome Gordon

---

**ACTIONS FROM THIS MEETING**

- Action #1: Lisa to send email to Board requesting responses from all members on the recommendation to nominate Robert Charlie as the new chair & president. As well as asking if there is anyone else who would like to put their name forward.
- Action #2: Lisa to get Board Binder to Michelle Sicotte.
- Action #3: Lisa to check with new board members to see if they have questions about the Board binders, particularly board member roles and responsibilities. A conference call to do further orientation is still an option if they feel it would be helpful.
- Action #4: Lisa to check with Randall to see if he is interested/able to be a monitor and/or trainer this year.
- Action #5: Michael to update the budget to reflect latest realities.
- Action #6: Michael to send draft Terms of Reference to Board for approval.
- Action #7: Michael to incorporate honorarium expenses into budget.
- Action #8: Michael and Gary to talk more about the questionnaire review.
- Action #9: Michael to send draft strategic plan to Board again for comment.

## 1. CALL TO ORDER

Meeting was called to order at 10:04 by Charlie Snowshoe.

## 2. DISCUSSION ON POSITION OF CHAIR

Charlie explained to the Board that due to health issues he felt the need to resign his position of Chair & President of the Co-op. He suggested that the Board nominate Robert Charlie to take on that role. The Board was sorry to hear of Charlie's continued health issues and accepted his resignation. They agreed that Robert would be an excellent choice to replace Charlie. Robert said that he would accept the nomination if the members who were not on the call were in agreement and no one else wanted to put their name forward.

*DECISION: To canvas the board members (not on the call) with the recommendation of endorsing Charlie's nomination of Robert Charlie to replace Charlie Snowshoe as chair & president of the Co-op. At the same time asking if there is anyone else interested in taking on the role. If so, the Board will have a vote to name the replacement.*

*ACTION: Lisa to send email to Board requesting responses from all members on the recommendation to nominate Robert Charlie as the new chair & president. As well as asking if there is anyone else how would like to put their name forward.*

## 3. NEW MEETING CHAIR AND APPROVAL OF AGENDA

Joanne Ahlfs becomes chair of meeting at 10:15 am.

The proposed agenda was reviewed and accepted with the addition of a discussion about the position of Chair.

*MOTION: THAT the agenda be accepted with the one addition.*

*Moved by Michelle Sicotte*

*Seconded by Charlie Snowshoe*

*Carried.*

## 4. APPROVE MINUTES OF JUNE 25, 2007 BOARD MEETING

*MOTION: THAT the Minutes of the June 25, 2007 Board Meetings be approved as presented.*

*Moved by Michelle Sicotte*

*Seconded by Charlie Snowshoe*

*Carried.*

## 5. REVIEW ACTION ITEMS FROM LAST MEETING

Michael quickly reviewed the actions from last meeting.

*ACTION: Lisa to get Board Binder to Michelle Sicotte.*

*ACTION: Lisa to check with new board members to see if they have questions about the Board binders, particularly board member roles and responsibilities. A conference call to do further orientation is still an option if they feel it would be helpful.*

*ACTION: Lisa to check with Randall to see if he is interested/able to be a monitor and/or trainer this year.*

## 6. FINANCIAL UPDATE

Michael reviewed the current financial picture based on the revenue & expense statement. He said that funders are placing a high priority on the synthesis work which may mean that there is less money available for the monitoring and gathering this year. It will be critical that the money coming in is received as early as possible. Lisa said that there is about 20K in the bank at present and that the Co-op is able to cover all expenses up to the end of December.

*ACTION: Michael to update the budget to reflect latest realities.*

## 7. PROGRAM DIRECTOR REPORT

### a. Synthesis Project

Michael has been talking to contractors who might be interested in completing a 10 year synthesis of the Co-op data which would involve a report and short video/film.

He is putting a team in place at Co-op wide level to steer the project. Timeline: mid October close bid. Report complete by the end of February for presentation at Gathering. Gary mentioned that the transcription and report from the Kaktovik taped interviews will be done by the end of December.

*ACTION: Mike to send draft Terms of Reference for Synthesis Project to Board for approval.*

### b. Review Questionnaire

The current questionnaire is to be reviewed by a couple of experts. Gary suggested that the budget include honorariums for this work. Gary added that an important question to look at is whether the questionnaire is meeting the Co-op's needs. Is the method we are using the most appropriate. Michael has been meeting with the Yukon Bureau of Stats to see if their involvement would be beneficial.

*ACTION: Michael to incorporate honorarium expenses into budget.*

*ACTION: Michael and Gary to talk more about the questionnaire review.*

### c. Draft Strategic Plan

Michael is looking for comments from the Board on the draft strategic plan. The intention once the Board has approved it is to present the draft to the membership at the Gathering to get direction and input.

*ACTION: Michael to send draft strategic plan out to Board again for comment.*

**d. NEI Update**

Michael reported that Environment Canada-NEI received cuts to their budget, so the Synthesis Project Proposal has been denied.

**8. COMMITTEES**

**a. Access to Database Information Committee**

The role of this committee is to review and make recommendations to the Board on all applications received to use the Co-op database. Dorothy Cooley agreed to sit on this committee with Gary Kofinas, Charlie Snowshoe and Mike Gill.

**b. Board Restructure Committee**

The role of this committee is to look at the current board structure and offer recommendations for change as well as look at other related issues. Robert Charlie agreed to sit on this committee with Mike Gill and Michelle Sicotte (until her Dec. mat. leave).

**9. OTHER BUSINESS**

Michelle mentioned that she will be going on maternity leave in December and the plan is for the person hired to replace her to sit on the Board in her absence.

**10. NEXT MEETING**

The next meeting was scheduled for Wednesday, October 3<sup>rd</sup> at 10 am Yukon time.

*MOTION: THAT the meeting be adjourned.*

*Moved by Gary Kofinas.*

The meeting was adjourned at 10:54 am.