



## Minutes arising from Board of Directors Teleconference

**Date: March 2, 2005**

**On-line: Dan Paleczny, Tony Turner, John Vandal, Tom Beechey, Martha Gorman**

**Regrets: Robert, John M., Claire, Ed, Bas, Sian, Andrée**

**Teleconference started at 1:15 pm EST**

**Teleconference ended at: 2:45 pm EST**

### 1) Approval of minutes from February 2 telecon

- Minutes approved (motioned by Dan, seconded by John)
- Revision of Item 9.re; Nunavut (see below)

#### Action items outstanding:

1. **Dan** to forward CCEA template for status reports to Board and cc Marc Johnson
2. **Tony** to prepare WG terms of reference for data and information group
3. **Tony** to redraft letter with Canadian Boreal Initiative to reflect developmental nature of project
4. **Tony** to draft a letter to Nunavut asking them to designate a jurisdictional representative to CCEA

### 2) Nominating Committee update

Profiles of three candidates were circulated along with a draft letter. Modification to letter include reference to CCEA as a budget conscious organization; reference to BP rather than IBP program; point to previous budgets on website; position letter as a formal expression of interest to be followed up by interview/discussion with the Board during which expectations can be further discussed.

#### Action items:

5. **Martha** to re-draft letter reflecting comments
6. **Tony** to draft & circulate a motion for Board approval on process
7. **Tom, Tony and Robert** to discuss the specific Secretariat support that can be expected by a Chair
8. **Tom**, On behalf of Nominating Committee, to communicate with candidates



### 3) Governance of CARTS

A proposed governance model, previously distributed, was discussed. Key questions surrounded the ownership of CARTS and profile of CCEA. Does CARTS require an institutional home with a government agency? Does CCEA position itself up-front as the owner, by virtue of its inclusive mandate that reflects the wishes and needs of all its members? Management Committee would not “report” to CWS, but rather be “accountable” to all national agencies that have requirements for this data and information. Federal agencies would provide operational support. Management Committee may require a constitution.

#### Action items:

9. **Tony** to prepare additional context and rationale for a Board position – can be circulated and discussed with the CARTS Steering Committee as well.

### 4) CARTS Payment

Board asked to approve payment to AM Turner & Associates for Phase II Milestone 5 report, previously circulated.

#### Action item:

10. **Tony** to send motion around to Board for approval by e-mail

### 5) Northern Wetlands project

GeoInsight Corporation is asking for in-kind support for this project proposal Northern Wetland proposal . The basic goal is improve the approaches which can be taken to conserve and understand the northern regions that are dominated by wetland ecosystems/habitats. GeoInsight is asking for a letter of support for \$10k in-kind (i.e. CCAD/CARTS info, input to the report and review of final products).

Discussion focused on how this initiative relates to the BP and the benefits that CCEA should expect (e.g., revenue, possible involvement in a workshop, recognition)

#### Action item:

11. **Tony** to solicit wider input from Board members.

### 6) Next Call

Next conference calls will be held **Wednesday April 6 from 1:00 to 2:30 pm EDT.**

The remaining Teleconference dates for 2005 are:

May 4	July 6	Sept. 7	Nov. 2
June 1	Aug 3	Oct. 5	Dec. 7

### End of minutes

**Compiled by:** Tony Turner