

Skeena Knowledge Trust Meeting Minutes
February 16, 2022



Date: Feb. 16, 2022 5:05 pm - 7:07 pm

Location: Online Video Meeting

Trustees Present: David de Wit, Greg Knox, William Elliot, Don Morgan, Allison Oliver, Michael

Trustees Absent:

Advisors/Contractors Present: Johanna Pfalz, Ekaterina Daviel, Lizzy Hoffman

Topic and Discussion	Trustee Decisions
1. Assign Chair	
William Elliott to chair.	
2. Confirm Agenda	
No additions to agenda.	Trustees confirmed the agenda as presented.
3. Approval of Previous Meeting Minutes	
	Trustees approved the Oct. 21, 2021 minutes as presented.
Agenda Items	
4. Governance - 2021 Budget Review and Financial Reporting	
Johanna presented a review of the final 2021 budget and highlighted areas with variance >20% from the original budget.	Consensus reached to approve variance. Add a limit of 5% variance on the overall budget to the SKT Financial Reporting Policy.
5. Governance - 2022 Budget Review	
Johanna presented the updated budget for 2022. Overall budget is in line with budgets from previous years.	Continue to revisit the budget with updates on funding sources.
6. Governance - Funding Update	
Johanna provided a review of pending and confirmed funding sources for 2022.	
7. Governance - Eclipse-SKT Contract Renewal	
Johanna provided an update on the Eclipse-SKT contract renewal.	
8. Governance - Annual Knowledge Plan Development	
Ekaterina presented the draft Annual Knowledge Plan and the trustees provided input for the prioritization process through a jam board session.	
9. Governance - BC Watershed Security Fund Public Engagement Process	
Johanna asked whether the SKT should have a role in collating input for the BC Watershed Security Fund public engagement process given that the BVRC/Northern Confluence is planning a public input session.	Consensus reached for the SKT to raise awareness for the public engagement process and BVRC session.

Topic and Discussion	Trustee Decisions
10. Communications - Updates	
Lizzy presented the 2021 Year in Review.	No revisions suggested.
Lizzy presented the updated SKT website, which features a more modern look, more people photos, calls to action, and a "what we do" section featuring blog-style case studies.	
Lizzy presented the outlook for communications in 2022 including development of user surveys and expansion of the community science water quality monitoring program to outdoor education classes.	
Lizzy reported on the SKT's advertising campaigns which included Facebook ads and Google ads in 2021. The Google ads campaigns were free under their charity program.	Continue with advertising campaigns.
11. Data Curation - Updates	
Ekaterina outlined ongoing and upcoming data curation projects.	
12. Technical - Updates	
Lizzy provided an update on the Skeena Maps Portal technical upgrade. The upgrade is very close to completion and includes a new template and more functionality.	
Lizzy provided an update on the Skeena Salmon Data Centre technical upgrade. The upgrade includes a more modern template with better integration to the Skeena Maps Portal, updated icons, and better linkages with the SKT website.	

Next meeting: May 11, 2022