

Skeena Knowledge Trust Meeting Notes

May 6, 2020

Date: May 6, 2020 5:00 pm - 7:10 pm

Location: Online Video Meeting

Trustees Present: David de Wit, Greg Knox, Katrina Connors, William Elliot, Don Morgan

Trustees Absent:

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

Advisors/Contractors Absent:

Topic and Discussion	Trustee Decisions
1. Assign Chair	
Greg volunteered to chair	
2. Confirm Agenda	
No additions to agenda.	
3. Approval of Previous Meeting Minutes	
No revisions requested.	Minutes approved.
Agenda Items	
4. Governance - Vision Update	
	To be moved forward until later in the year.
5. Governance – Financial Reporting	
Reviewed unaudited 2019 year end financial statements from accountant.	Approval for financial statements pending.

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Update on several funding sources.	Continue to pursue funding.
Discussion on further partnership options.	
Review of 2020 budget to date.	Secondary review to be completed at end of May when more information available.
6. Governance – Services Contract Renewal	
Review of audited financial statement requirement.	To be reviewed following potential partnership conversation.
SKT-EGIS services contract renewal discussed.	Contract to be renewed.
7. Governance – Annual Knowledge Plan Development	
Discussion on 2020 AKP draft.	Would like to have more specific high-priority datasets contributed to this year's AKP.
8. Governance – Trustee Terms	
Katrina gave a year's notice to step down as trustee. Discussion on trustee terms and succession.	Request a policy on SKT trustee terms, resignation, and succession.
9. BWMT Partnership Discussion	
Discussion on possible involvement of SKT with Babine Watershed Monitoring Trust.	Options to be reviewed at a future meeting, once additional information is available.

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10. Communications	
Discussion of communication activities regarding the REFBC newsletter feature, outreach activities, data visualization development, and the Watersheds 2020 conference.	Continue to watch for details on Watersheds 2020 conference.
11. Technical	
Update on the status of the portals.	Focus priorities on relevant content discussed.
12. 2020 Meeting Dates	
Next meeting planned for May 26th 2020 5-7pm in virtual format.	Agenda to include update on financial situation and more specific direction on monitoring priorities.
13. Adjourn Meeting	
	Consensus reached.

Next meeting May 26, 2020