

**Date:** January 31, 2024**Location:** EGIS Office/Online Video Meeting**Trustees Present:** David de Wit, Greg Knox, Michael Price, Don Morgan**Trustees Absent:** Allison Oliver, William Elliott**Advisors/Contractors Present:** Johanna Pfalz, Manuela Zindler (notes) with Eclipse Geomatics

Topic and Discussion	Trustee Decisions	Action	Due Date	Responsibility
<b>1. Introduction</b>				
Territorial Acknowledgement by David de Wit. Johanna introduced Manuela Zindler, hired as new Project Coordinator. Manuela will focus on SKT.				
<b>2. Assign Chair</b>				
Greg Knox to chair.				
<b>3. Confirm Agenda</b>				
Approved agenda as presented.				
<b>4. Approval of Previous Meeting Minutes</b>				
Approved meeting minutes from October 11, 2023	Meeting notes were approved as presented.			
<b>Agenda Items</b>				
<b>5a. Financial Reporting - Financial Reporting for 2023</b>				
Johanna provided a draft of 2023 financial reports. Final reports for year end filing will be sent out for review and signatures once files are received from accounting firm.		Send out for review	mid-Feb	Johanna, Manuela (EGIS)
<b>5b. Financial Reporting - Budget for 2024 and current fiscal reports</b>				
No existing draft, yet. Johanna and Manuela will work on that for the next weeks: Will be similar to last year. More expenses for two big projects (AERF and SRIF main areas of budget expense increase)		Send out for review	mid-Feb	Johanna, Manuela (EGIS)
<b>5c. Financial Reporting - Funding Update</b>				
No new updates on new funding. Johanna and Manuela will follow up with Sitka and Makeway foundation. Johanna and Manuela will work on potential projects/funding sources.		Set-up meeting with Sitka and Makeway (and potential other sources)	mid-Feb	Johanna, Manuela (EGIS)
<b>5d. Financial Reporting - Policy regarding EFT payments</b>				
Johanna informed that there are now more policies around payments with etransfer; the system works well.				
<b>5e. Financial Reporting - Eclipse contract renewal</b>				
Johanna explained that last year there was no signed contract in place. Once the annual budget is confirmed it will be added to the contract. Johanna to distribute a draft contract mid February		Send out draft contract	mid-Feb	Johanna (EGIS)

6. Governance - Annual Knowledge Plan				
<p>Feedback for Annual Knowledge Plan:</p> <ul style="list-style-type: none"> <li>• Find balance between direction provided by AKP and annual budget Discussion on priorities of SKT Trustees regarding funding</li> <li>• Potential new funding sources (in addition to PSF-SRIF; contact e.g., Ian Sharpe, Watershed Security Fund)</li> <li>• Recovery Plan release, Recovery Plan as opportunity to create more exposure → attract funders</li> <li>• Wide interest in establishing knowledge plan among many communities</li> <li>• General approach by government regarding the importance of partnerships → potential for new opportunities</li> <li>• Identify ways to bring data gaps, critical habitats to attention of SKT</li> <li>• Opportunity to develop guardian programs/training programs → develop consistent methodologies to collect information</li> <li>• SKT could support visualization of indicators/ thresholds/benchmarks/reference</li> </ul>		Set-up additional meeting for strategic planning regarding recovery plan, land use plan, etc. including support for local communities	end-Feb	Greg, David, Don, Johanna
<ul style="list-style-type: none"> <li>• General discussion on how “we” as SKT can add value. Use our tools/strength in visualizing/organizing data, to equip people that care and need data. Back to providing tools for decision-support, watershed assessment; What can SKT do to be more influential and help with longer term planning,</li> <li>• Potential funding available within MWMT.</li> </ul> <p>Another discussion point was the need for help with local planning, recovery plans, landscape plans, etc.; support for local decision-making/local communities (lack of human resources, lack of capacity, etc.) → requires more strategic conversation; extra strategic meeting in planning for end of February</p> <p>Discussion on boundaries between what SKT can do and what SKT can present: SKT advocates for good information so other people can do good conversation (“flashlight in dark corners”); Keep boundaries in mind! Presenting information, no interpretation</p>				
7a. Strategic planning part 1 - Review of planning session results				
Johanna provided an overview with vision statements from the last meetings in October/November. Agreement that data is important, but specifically empowering decision-making is important.	Decision for new vision: We support a thriving Skeena salmon ecosystem and healthy communities by promoting informed decision-making.	Eclipse to add vision to SKT website	end-Feb	Johanna, Manuela (EGIS)
7b. Strategic planning part 1 - Next steps				
Work on defining values and objectives in terms of strategic planning.		Brainstorming for values/objectives via survey	end-March	All Trustees, Johanna & Manuela as support
8. Closure				
Meeting dates proposed for 2024: April 17th, July 17th, October 16th		Set up meetings via Google meets	mid-Feb	Johanna and Manuela (EGIS)