

**Skeena Knowledge Trust Meeting Minutes**  
**October 15, 2019**



**Date:** October 15, 2019 4:45 pm - 8:00 pm

**Location:** Eclipse Geomatics Office at #102-3423 Fulton Avenue, Smithers, BC

**Trustees Present:** Don Morgan, William Elliott, David de Wit, Greg Knox (on phone), Katrina Connors (on phone) (quorum)

**Trustees Absent:** None

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

**Advisors/Contractors Absent:** None

Topic and Discussion	Trustee Decisions
1. Assign Chair	
Don volunteered to chair	
2. Confirm Agenda	
	Trustees confirmed the agenda as presented
3. Approval of Minutes	
Ekaterina provided copies of the June 19, 2019 meeting minutes for review. Identification of meeting chair and date correction requested.	Minutes approved with revisions.
Agenda Items	
4. Governance - Visioning Exercise	
Johanna presented strategic planning material including options for vision and background material on mission development.	Option 3 for vision preferred.

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Reference to UN Sustainability Goals in 2020 Annual Knowledge Plan (AKP) discussed.	Support reference to UN Sustainability Goals with recognition of broad local support for established land use plans on AKP but not on website.
Development of SKT goals (i.e. specific activities)	Support citizen science education programming, eDNA projects, more real-time public-friendly information to generate interest in the SSDC.
<b>5. Governance – SKT Activity Policy Discussion</b>	
Review of SKT Activity Policy drafted by Ekaterina.	Review of draft policy to be continued with reference to the AKP.
<b>6. Governance – Financial Reporting</b>	
Johanna presented 2019 budget up to end of September.	

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Johanna presented draft budget for 2020 and identified potential grant opportunities.	
<b>7. Communications</b>	
Communications materials developed including SSDC pamphlet, SKT 1-pager, SKT annual review.	Update with vision and mission once developed.
New SKT website developed, ability to make changes as needed. Added page to accept donations through PayPal.	Increase donation amounts available.
<b>8. Outreach</b>	
Johanna provided summary of meeting with Seymour Lake Conservation Society and plans to engage with other conservation groups.	Build off ESI work, reach out to First Nation community members.
<b>9. Technical</b>	
Skeena Maps Portal upgrade complete.	Greg interested in tracking SMP and SSDC users over time.

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Skeena Salmon Data Centre up to 827 public and private datasets (up from 650 in June 2019). Majority of uploads completed by co-op students. Planning on completing another upgrade in the winter once more funding is secured.	Would like to include overview of geographical distribution of datasets.
<b>10. 2020 Meeting Dates</b>	
Following dates proposed: Wed. Jan. 15 5-7pm Wed. April 14 5-7pm July - email update in lieu of meeting Wed. Oct. 14 5-7pm	
<b>11. Adjourn Meeting</b>	
	Consensus reached