**BoFEP AGM Minutes (DRAFT, FINAL EDIT IN PROGRESS, 11/21)**

October 20th, 2021

Taken by Brontë Thomas, BoFEP Secretariat

**Appendices – (1) the Agenda (2) the new SC 2021-22.**

**In attendance:**

* Chief Hugh Akagi
* Karel Allard
* Heather Breeze
* Ree Brennin-Huston
* Sean Brillant
* Mike Butler
* Levi Cliche
* Sandra Currie
* Graham Daborn
* Sondra Eger
* Jack Fife
* Jerry Lockett
* Bertrum MacDonald
* Joshua McNeely
* Jon Percy
* Beth Peterkin
* Susan Rolston
* Katie Schleit
* Brontë Thomas
* Peter Wells

Regrets were received from: Art MacKay, Jeff Ollerhead, Tim Webster, John Calder, John Brownlie

People wishing to step down from the SC: Sarah Chamberlain, Jaya Fahey,

People (SC members) not heard from: Marianne Janowicz, Joseph Kerekes.

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**First item: Motion to approve the agenda**

* **Motion to approve by: Graham Daborn**
* **Seconded by: Jon Percy**

**Last AGM- minutes have been distributed- Motion to approve the minutes**

* **Motion to approve: Sandra Currie**
* **Seconded by Mike Butler**

**Chairman’s Report (Peter Wells)**

* Management committee manages monthly via zoom to keep BoFEP items moving
* 25 year anniversary is coming up for BoFEP.
* New up coming projects & engagement- Golf of Maine Council, video project etc.
* Hoping to have a workshop in coop with ACCESS next year.
* Long term needs for the organization: needing a treasurer, new financial directors- volunteer positions to keep the organization running.
* Implementing items in the strategic plan
* Need more engagement from steering committee, and paid members

**Financial Report (Susan Rolston)**

* **Approve last fiscal year financial report:**
* **Motion to approve: Graham Daborn**
* **Seconded: Mike Butler**
* Financial details for last fiscal year available in the report
* Very little money was spent due to not having a workshop, etc.
* **Comparative income statement- Motion to approve as promoted:**
* **Motion to approve: Mike Butler**
* **Seconded: Graham Daborn**
* Current financial statement- to date- no motion to approval required.
* Motion to thank Susan for all her years of work
* **Motion to approve: Graham Daborn**
* **Seconded: Mike Butler**

**Membership Report (Chief Hugh Akagi, Bronte Thomas)**

* We need more paying members
* We need to have to be able to get digital payment
* Recommended that we have a gifting option for memberships
* New bank will allow for electronic payment for membership
* Suggested we opt in to BoFEP send annual bills and people can opt out
* Membership drive- ID all organizations across all the Bay of Fundy

**Communications Report (Jon Percy)**

* Fundy Tidings newsletter continue to go out ever two months- 426 subscribers
* Fundy Video project- highlighting activity, life, and science around the Bay of Fundy- Interview style
* Katie has b role footage we could use possibly
* Joshua has contacts also that could be helpful

**Workshop report (Joshua McNeely, Peter Wells)**

* Logistics committee needed
* Need to decide if it will be in an in person, online or both
* ACCESS as a potential workshop partner
* Dal agricultural campus in Truro for location if meeting will be in person
* Suggestion for stewardship award to be reinstated

**Ocean Literacy Report (Mike Butler)**

* NS institute of science proposed to have ocean lit as a focus for a second year (go peter!).
* Cliffs of Fundy Geopark have an ocean lit working group.
* Suggestions: we need members from the steering committee, need to ID organizations to collaborate with, ID locally relevant ocean lit material. Educating education students in ocean lit, getting district/ curriculum folks with public education engaged with ocean lit.
* Sondra Eager’s wonderful Fundy colouring book- scientifically accurate and has been administered by Oceans North. Book organized by ecosystems and habitats seen in the upper BoF.

**Strategic Plan Report (discussion led by Peter Wells)**

* Was approved to be a working document to guide us at last years AGM.
* Money has been set aside for a BoFEP coordinator for November- March.
* Continue of newsletter and other communications and social initiatives
* Next year 2022 is officially the 25 year anniversary
* More partnerships
* More SC engagement
* Need for a funding committee for on the ground projects.
* **Motion to approve the continued work outlined in the strategic plan:**
* **Motion to approve: Levi Cliche**
* **Seconded by Sandra Currie**

**Other Business** (discussion)

* How to connect students- Bay of Fundy theme for science fair e.g.
* BoFEP science fair? Or a theme proposal to those who hold science fairs
* Digital science fair around Bay of Fundy- Finalist level at the BoFEP workshop
* BoFEP used to be the well of science for the Bay of Fundy- BoFEP needs to be the authority (the expert) on the changing Bay, all the things its occurring. BoFEP cannot just be about promotion. With a basis in science and knowledge, BoFEP can be this authority of knowledge and protection, issues etc. We want people to turn to BoFEP to find out what’s going on with and in the BoF (Sean Brillant).
* Reinstate working groups- e.g. Minas Basin working group (Graham Daborn).

**Nominations Report (Mike Butler)**

* Report given by Mike Butler
* Motion to accept the nominations for the Steering Committee (SC) (list below):
* **Motion to approve: Graham Daborn**
* **Seconded: Jon Percy**
* Oceans north may have someone available for Treasurer or Member at large/Director for the MC.

**Motion to approve the closure of the AGM**

* **Motion to approve: Jack Fife**
* **Seconded: Graham Daborn**

**Proposed Management Committee**

A slate of people was proposed and accepted:

* Chair- Peter Wells
* Vice-Chair: Sandra Currrie
* Treasurer to be elected : (Interim Treasurer: Susan Rolston)
* Secretariat- Brontë Thomas
* Members at Large : Chief Hugh Akagi, Joseph Kerekes\* , Joshua McNeely,
* Ex-officio member: Jon Percy
* **Motion to accept all folks listed at management committee:**
* **Motion approved: Graham Daborn**
* **Seconded: Jack Fife**

Note: I (PGW) have subsequently heard from Dr. Joe Kerekes and he wishes to remain on the SC, but not on the MC. That leaves two vacancies for members at large.

**Appendix 1:**

**AGENDA**

**BoFEP ANNUAL GENERAL MEETING**

**1830-2030hr, October 20th, 2021**

**On-Line ZOOM call (please see attached details)**

1. Introductions - Chair (PW) (Items 1-3, 20 min)
2. Approval of Agenda\*
3. Approval of Minutes of last AGM, October, 2020\*
4. Chairperson’s Report (PW). (5 min)
5. Financial reports (SR).\* (10 min)
6. Membership Report (HA, BT). (5 min)
7. Communications report (JP, SC). (10 min)
8. 2022 BoFEP/ACCESS Bay of Fundy Workshop - status report (JM/PW). (5 min)
9. Working Groups - two reports (MB, BM). (10 min)
10. BoFEP Strategic Plan Report – brief discussion (SC/PW). (20 min)
	1. BoFEP Work Plan 21-22\* (PW)
11. Other business (input from attendees). (10 min)
12. Nominations report (TBD). (5 min)
13. Election of 2021-2022 Steering Committee\*. (5 min)
14. Closure of AGM\*.
15. Convening of 2021-2022 Steering Committee – election of Management Committee and Directors (financial)\*. (15 min)
16. Closure of Meeting\*.

**Appendix 2:**

**BoFEP SC/MC List 2021-2022 [MC MEMBERS IN RED]**

Hugh Akagi, Passamaquoddy Nation, akagih@nb.aibn.com, 506-529-3402/4657. (MC)

Karel Allard, CWS-ECCC, Karel.allard@canada.ca, 506-364-5188

Heather Breeze, DFO, Heather.Breeze@dfo-mpo.gc.ca, 902-403-6119.

Sean Brillant, CWF (Can. Wildlife Fed.), seanb@cwf-fcf.org, 902-237-9692

Michael Butler, IOI-Canada, michael.butler@dal.ca, 902-494-1977

Levi Cliché, CARP, levicliche@annapolisriver.ca, 902-532-7533

Sandra Currie, Fundy FORCE, visitor.centre@fundyforce.ca, 902-254-2510 (MC)

Graham Daborn, Acadia Univ., graham.daborn@acadiau.ca, 902-585-1118

Sondra Eger, Univ. Waterloo, seger@uwaterloo.ca, 519-998-2973

Jack Fife, SABS, St.Andrews, jack.fife@dfo-mpo.gc.ca, 506-529-5902.

Marianne Janowicz, BoFEP, Mjanowicz@hotmail.com, 902-621-0575.

Joseph Kerekes, CWS-EC ret., JKerekes@ns.sympatico.ca, 902-443-3197. (MC)

Claudette LeBlanc,⃰ ACZISC ret., leblancc@ca.inter.net, 902-667-3087.

Bertrum MacDonald, SIM, Dalh.U., bertrum.macdonald@dal.ca, 902-494-2792.

Katie McLean⃰, CARP, katiemclean@annapolisriver.ca, 902-532-7533 Ext. 6 (cell 613-857-2530)

Joshua McNeely, MAPC, jmcneely@mapcorg.ca, 902-895-2982. (MC)

Jon Percy, BoFEP/SeaPen, jon-percy@ns.sympatico.ca, 902-532-5129, (cell 955-0251) (MC)

Susan Rolston, Seawinds Cons./BoFEP, seawindscs@eastlink.ca, 902-823-2191. (MC tempt.)

Bronte Thomas, Peskotomuhkati, nomehs@qonaskamkuk.com, 506-440-0452. (MC)

Peter Wells, Dalh.Univ./IOI/BoFEP, Oceans2@ns.sympatico.ca, 902-237-0600 cell/home 902-477-3674. (MC)

(\*Note that some persons are alternates)

**MC Committee 2021-2022**

Chair – Peter Wells

Vice-Chair – Sandra Currie

Past Chair- open

Treasurer – Susan Rolston (temporary) [MAJOR PRIORITY IS FINDING A REPLACEMENT]

Secretariat- Bronte Thomas

Directors (4) – Hugh Akagi, Joshua McNeely, Joseph Kerekes, [ONE POSITION OPEN]

Member, ex-officio – Jon Percy

NOTE: WE DID NOT HEAR FROM SEVERAL PREVIOUS SC MEMBERS. THEY NEED TO BE RECONTACTED, TOLD OF THEIR STATUS, AND INVITED TO JOIN THE SC NEXT YEAR, OR AT THE NEXT SC MEETING, IF INTERESTED. I (PGW) also assumed Joe K and M. Janowicz wished to remain on the SC; this needs confirmation. We now have an SC of 20 people, two being alternates, so we have room for several more people, but only those who wish to contribute in meaningful ways to the organization.

Note: I (PGW) have subsequently heard from Dr. Joe Kerekes and he wishes to remain on the SC, but not on the MC. That leaves two vacancies for members at large.