



Kluane National Park Management Board
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Meeting Minutes 01-20
January 29, 2020
KNPMB Office
5:30 pm

1. Call to Order 5:45 p.m.

In Attendance – Elsabe Kloppers (Chair), Robin Chambers (phone), Michael Beattie, Ryan Long, Michael Riseborough, Pauly Sias (phone), Linaya Workman (phone), and Sylvie Gewehr.

2. Review and approve draft Agenda 01-20

Motion 01-01-20: Robin C. motions to adopt the agenda as presented. Michael B. seconds the motion. Approved unanimously.

3. Review and approve draft Minutes 11-19

Motion 02-01-20: Michael R. motions to accept Minutes 11-19. Ryan L. seconds the motion. Approved unanimously.

4. Old Business

4.1. Action Log Review

No comments.

4.2. Chair's Update

The Administrator submitted her letter of resignation on January 23, 2020. Her resignation will be effective February 24, 2020.

4.3. Site Manager's Update

Management Planning: The team is dedicating most of its time to the development of the draft management plan.

4.4. Strategic Plan – Vision, Mission, Values

This topic will be further discussed when there is more time during the next Board meeting.

5. Finance and Administration

5.1. November and December 2019 Financials Review and Funding Request

Motion 03-01-20: Michael B. motions acceptance of the November and December 2019 financials. Ryan L. seconds the motion. Approved unanimously.

Motion 04-01-20: Michael R. motions that the Administrator submit the funding request for the fourth quarter. Michael B. seconds the motion. Approved unanimously.

5.2. Administrator's Update

As already mentioned by the Chair, the Administrator is resigning from the KNPMB effective February 24.

An email was submitted to the Board via the website from a student requesting an interview on co-management.

Action Item 01-01-20: The Administrator will follow up with the student and put them in touch with the Board member who can best answer their questions.

Deb Bartlette asked if she could use the KNPMB as a professional reference.

Motion 05-01-20: Michael R. motions that Deb Bartlette be allowed to use the KNPMB as a professional reference. Michael B. seconds the motion. Approved unanimously.

6. New Business

6.1. KNPR Draft Management Plan and KNPMB Values Review

Discussion on the draft management plan.

6.2. New Administrator Hiring

The competition process for the Administrative Assistant position needs to be initiated as soon as possible.

Action Item 02-01-20: The Administrator will review the job description, send it to the Board members on January 30 and publish the job posting as soon as the Board members have approved the job description.

7. Updates or Additions

7.1. Canada Board Members Appointment

The appointments for the Canada Board members will expire in June 2020.

Action Item 03-01-20: Linaya will initiate the nomination process for Canada Board members.

8. Next Regular Meeting Dates

Saturday, February 15, 2020 at 10:00 a.m., KNPMB Office

Saturday, March 21, 2020 at 10:00 a.m., KNPMB Office

9. Adjournment at 7:00 p.m.

Chair or Vice-Chair

Administrator