



Kluane National Park Management Board  
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Meeting Minutes 01-21  
January 19th, 2021  
KNPMB Office

## 1. Call to Order 5:36p.m.

**In Attendance** – Elsabe Kloppers – Chair (phone), – Michael Riseborough, Ryan Long (phone), Pauly Sias (phone) and Samantha Franklin.

## 2. Review and approve draft Agenda 01-21

Motion 01-01-21: Michael R. moves to adopt the agenda as presented. Ryan L. seconds the motion. Approved unanimously.

## 3. Review and approve draft Minutes 10-20

Motion 02-01-21: Pauly S. moves to accept the minutes 10-20. Ryan L. seconds the motion. Approved unanimously.

## 4. Old Business

### 4.1. Action Log Review

Bios due from members of the board Action Item: 03-06-18.

Board member nominations are in progress, nomination expires January 29<sup>th</sup>, 2021 Action Item: 03-01-20.

The letter to stakeholders and masks being made are deferred, Action Item: 02-11-20 & Action Item: 03-11-20

### 4.2. Chair's Update

Deferred

### 4.3. Site Manager's Update

Deferred

### 4.4 Contribution Agreement – Final Reporting

Deferred

## 5. Finance and Administration

### 5.1. November & December 2020 Financials Review

Budget summary report will be edited to show year to date variance.

Make sure we have money in the budget for snow clearing.

Two large items for lucky door prizes will be purchased before fiscal year end. Purchase some more ice fishing rods as prizes and for children to use at events. The board proposed the secretariat to spend \$2500 on swag, being, lucky door prizes, two large items and smaller

items, such as fishing rods. Motion 03-01-21: Michael R moved the motion, Ryan L. second the motion. Approved unanimously.

TD1 Forms are due.

Motion 04-01-21: Pauly S. motions acceptance of the November & December 2020 financials. Michael R. seconds the motion. Approved unanimously.

## 5.2 Administrator's Update

The KNPMB masks are deferred for now because no one is making masks.

The secretariat asked the board what to respond to Parks in regards to the engagement for the New Heritage Legislative that was due December 11<sup>th</sup>. The board agreed to hear more from Linaya. Motion 05-01-21: was made by Michael R. for the secretariat to be authorized to get in touch with Catherine Cournoyer about the KNPMB participation in the discussion of protecting heritage places through legislation and policy. Pauly S. Second the motion. Approved unanimously.

Contact Tom Buzzel from CAFN to team up on an ice fishing day.

Keep Bison tech team on the agenda, discuss participation.

## 5.3 Insurance Documents

Contact insurance company to company last year's policy to this years. Confirm director's liability is in the policy.

## 6. New Business

### 6.1 Secretariat's Salary

Secretariat's salary will be discussed over email, whatever is decided will be retroactive. The letter of offer did provide a review after 6 months, 6 months was in September 2020. The secretariat will be receiving a new letter of offer.

### 6.2 Discussion on attending the Bison Tech Team's meetings

The Secretariat will contact Tom Yung for past minutes and mandate. The board will appoint a member to the next meeting.

## 7. Updates or Additions

### Next Regular Meeting Dates

Tuesday February 23rd, 2021 at 5:30pm, KNPMB Office

Tuesday March 16<sup>th</sup>, 2021 at 5:30pm, KNPMB Office

## 8. Adjournment at 7p.m.

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Chair or Vice-Chair

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Administrator