



**Board of Directors Meeting
July 16, 2020
10am to noon**

On-line Zoom Link:

Join Zoom Meeting
<https://ca01web.zoom.us/j/69334640829?pwd=VkRLQ1FSUFJKb1dxRVAwUm1UbWdDQT09>

Meeting ID: 693 3464 0829
Password: 712029

Dial by your location
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Time		Discussion	Discussion Leader	Item #	Desired Endpoint
	1.0	Opening			
10:00	1.1	Roll Call for Quorum			
10:05	1.2	Review Agenda		1A	Chair
10:10	1.3	Minutes Approval <ul style="list-style-type: none"> ▪ June 18, 2020 ▪ Action Item follow-up 		1B	
	2.0	Technical Update			
10:15	2.1	PRAMP Data Report <ul style="list-style-type: none"> • Reports to end of June on PRAMP website 	M. Bisaga/L. Lin	2A	For information
10:20	2.2	Station Updates <ul style="list-style-type: none"> ▪ Reno Station – status for siting the new trailer ▪ Station replacement plan for 986 	M. Bisaga/L. Lin		For information
10:25	2.3	Annual Data Review 2018-2019 <ul style="list-style-type: none"> • Overview of results 	M. Bisaga/L. Lin	2B	For information and discussion. Draft report will be provided to TWG and Directors for review and approval following the meeting.
	3.0	Engagement, Outreach and Education			
10:55	3.1	Outreach Update <ul style="list-style-type: none"> • Summer Newsletter 	Eileen Coristine		For information
11:00	3.2	Community Annual Report 2019-20 <ul style="list-style-type: none"> • Overview of content and proposed format for the Community Annual Report 	K. Reesor	3A	For discussion and input. Final draft report will be provided to the Board for approval at a later date when financial and technical data are available.
	4.0	Financial Update			
11:15	4.1	AEP Oil Sands Monitoring (OSM) Contract	K. Reesor		For information or decision if needed

Time		Discussion	Discussion Leader	Item #	Desired Endpoint
		<ul style="list-style-type: none"> ▪ 2019-20 to 2022-23: Contract in place with funding allocated for each year ▪ Status of Work Plan approval for 2020-21 			
11:25	4.2	Financial Statements for 2019-20 <ul style="list-style-type: none"> • Draft Audited Financial Statements for review and approval 	B. Barber K. Reesor	4A	Financial statements approved
11:35	4.2	Financial Reports <ul style="list-style-type: none"> • June (provided to Directors) • Outreach Grant payment schedule confirmed for 2020-21 (total \$47,905) and initial payment of \$19,162 received 	B. Barber		Financial report approved
11:40	4.3	Letter to Minister Nixon <ul style="list-style-type: none"> • Proposed letter to thanks to Minister Nixon for grant funds received and for resuming payment of invoices for monitoring work 	K. Reesor	4B	Letter to Minister Nixon approved
	5.0	Update from Executive Director			
11:45	5.1	Contracts <ul style="list-style-type: none"> • CNRL Operating Agreement – status • Bureau Veritas (formerly Maxxam) – status 	K. Reesor		For information
	6.0	Wrap Up			
11:50	6.1	Next Meetings AGM and Board Meeting – Sept 22 or 23 or 24	All		Decision on whether to hold the meetings in-person or by Zoom will be made in August
11:50	6.2	Roundtable	All		
noon	7.0	Adjournment			