

Governance Committee Report to the 2020 GN AGM

The Governance Committee currently includes Hugh Armstrong, Eileen Cowtan, Phil Horch, Dave McKenzie and Paul Thibault. One meeting was held in 2019 to review existing P&Ps.

New P&Ps

The following new P&P was sent to the Board in 2018 for review and was approved in 2019.

- Contracts and Agreements (Approved by Board, 5 March 2019)

Revised P&P

The following P&Ps were revised and submitted to the Board:

- Budget Committee Objectives and Operations (Approved by Board, 3 December 2019). The revision reduces the minimum required yearly meetings from three to one.
- Governance Committee Objectives and Operations (Approved by Board, 3 December 2019). The revision reduces the minimum required yearly meetings from two to one.

Other Committee Discussions

Other topics discussed by the Committee included:

- P&P for Personal Privacy: The requirements for PIPA and CASL were reviewed and communicated by the Committee to the Board in September 2018. A P&P will be developed after the Board and GN Committees, including MHIP, work through a useful PIPA workbook for non-profit organizations and comment as guidance for the development of the P&P. Board members have now read the workbook and will provide input to the Governance Committee to formulate an appropriate P&P.
- Remote Storage: The P&P on “Storage of Documents and Records” was approved by the Board in 2013. Since Remote Storage requirements in that P&P have not yet been implemented, commercial remote storage services were reviewed and one was selected in 2018 and will be tested in 2020.
- MHIP: The Operations Committee has updated its Terms of Reference and Job Description for the Chief Interpreter.
- Digitizing of GN Chronicles: Although Chronicles since 2013 have been posted in the past on the GN website as searchable PPF files, earlier Chronicles are only available as hardcopies. The Medicine Hat Archive department at the Esplanade Arts and Heritage Centre kindly offered to digitize them as searchable PDF files so that they can be added to the GN website and included in the City archives. Hardcopies were submitted by GN and have been digitized by the City. These will be posted on GN’s new Club website.
- New GN Club domain name: The new domain name, grasslands-naturalists.org, has been registered. Sandfly Marketing is currently working to transfer the Club’s new website to a server hosted by SiteGround. The Interpretive Program may select a new domain name or decide to keep the current one, natureline.info.
- Liability of GN when participating on the board of an external organization.

- Type of information published or posted by GN that may require prior review by the Board.
- Recruiting of new Committee members. The Committee needs new members to ensure that it does its job effectively and meets the quorum requirement for its meetings.

Respectfully submitted,

Paul Thibault, Committee Chairperson