

**Explorers' Edge Board of Directors Meeting Minutes**  
**Wednesday January 10, 2018**  
**Highlander Brew Co. South River, ON**

**Present:** Gail Burrows, Jeff Suddaby, Don MacKay, Hilary Chambers, Michael Simonett, Eric Miglin, John Langford, Anthony Rizzo, Brenda Scott, Laura Ross, Dymrna Hayes, Curt Dunlop, Scott Doughty

**Regrets:** Kim Loader, Karina White

**Guests:** n/a

**Staff:** James Murphy

**Welcome and Chair Remarks:** Chair Jeff Suddaby called the meeting to order at 9:40am

Suddaby makes opening remarks – thanked directors for travelling to South River for the board meeting.

**Conflict of Interest:** n/a

**Approval of Agenda** – December 14, 2017

**Motion:** Don MacKay

**Seconded:** Eric Migland

**Discussion:** Suddaby recommended moving financial presentation to after 'in camera' with ED Murphy. ED Murphy recommended removing the ED update from the agenda and moving directly into 'in camera'.

Approval of agenda with recommended changes **Carried.**

**Approval of Minutes** – December 14, 2017

**Motion:** Curt Dunlop

**Seconded:** Brenda Scott

**Discussion:** n/a

**Carried.**

*Chair Suddaby moves meeting 'in camera'*

*Chair Suddaby moves meeting out of 'in camera'*

**Motion to Accept Financials as Presented**

**Motion:** Don MacKay

**Seconded:** Hilary Chambers

**Discussion:** n/a

**Carried**

***Motion to Accept Budget Updates***

***Motion:*** Curt Dunlop

***Second:*** Michael Simonett

**Discussion:** Dunlop noted that a portion of Transacting, Photography, Media/PR and Workforce be moved to Marketing, specifically international marketing budget line to ensure that the 2018 summer travel season has adequate budget.

**Carried**

**Motion to Explore Bridge Financing**

**Motion:** Anthony Rizzo

**Second:** Eric Miglin

**Discussion:** Rizzo recognizes, based on last year's delay in funding and to ensure no break in international communication that the RTO investigate bridge financing to carry the organization through March and April 2018.

**Carried**

Chair Suddaby addressed the board and asked if there was any additional input, questions or feedback from the board as it relates to the draft 2018-2023 Regional Tourism Strategy (RTS 18-23) and/or the draft 2018-2019 Business and Operational Plan (BOP 18-19). ED Murphy noted that board members had been in contact with the regional team regarding the documents post December meeting. Input involved budget, pillars and overall flow to documents. ED Murphy noted that minor updates were made which included but not limited to payroll allocation, committee structure and amount of information included in the documentation (i.e. make it consumer friendly to read).

**Motion to accept the proposed five year Regional Tourism Strategy (RTS 18-23)**

**Motion:** Don MacKay

**Second:** Michael Simonett

**Discussion:** n/a

**Carried**

**Motion to accept the 2018-2019 Business and Operational Plan (BOP 18-19)**

**Motion:** Dympna Hayes

**Second:** Curt Dunlop

**Discussion:** Chair Suddaby enquired about committees and if additional committees could be added during the fiscal year, ED Murphy noted that the governance committee could bring forward motions regarding additional committees during the fiscal year. Langford enquired about the marketing component and next steps. ED Murphy noted that the marketing committee will be presented a wrap report and recommendations for the fiscal 18-19 spend at a mid-February meeting.

**Carried**

**Motion to Adjourn**

**Motion:** Hilary Chambers

**Seconded:** Gail Burrows

**Discussion:** n/a  
**Carried.**

DRAFT