

Meeting Date	NWDSN Board Action Items from meetings	Who	By When	Comments	Status
Sept 2004	Look at helping Wet'suwet'en at accessing funding.	Don	Ongoing	E-mail sent to Andy George to explore some options. No reply Ruth to follow up. Dec 2005 Wet'suwet'un in a bit of political upheave. Chose to leave until February 2006 Feb 2006 No change in status	ongoing
Dec 2005	Scott to fix map viewer for Bulkley	Scott	Jan 2006	Change action to "fix map viewer for NWDSN".	ongoing
Dec 2005	Develop QA process for next year's submission, using last year's submission to test. Ensure that there is appropriate metadata (add disclaimer).	Technical Committee			
Dec 2005	Ruth to complete contact with MoE	Ruth	Jan 2006	Ruth contacted Shawn Mitchell. Hubert to complete.	ongoing
Dec 2005	Members to determine if their organizations are prepared to post 'declared areas' to NWDSN and report back in February. We need to decide what "posting declared areas" looks like? This information becomes more important through time as we move away from the FDP towards the FSP world. It may not be worth doing if all members are not prepared to do this.	Licensee Board Members	April 2006	This includes the schema. Wait for FSPs to be approved.	Carry forward to Sept 2006.

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Dec 2005	Technical Committee to try and meet late January with contractor.	Don	Jan 2006	Job posting not yet circulated	ongoing
Feb 2006	Revise job description as discussed and post to web site and list of contractors.	Don	Mar 2006		complete
Feb 2006	Membership standard operating procedures: <ul style="list-style-type: none"> • Agathe to revise 2(b) • Tim to revise item 2(d) to clarify use by contractors/consultants • Ruth and Agathe: will work on wording for item 3 re: DEA • Hubert will check for consistency with By-laws 	As listed	May 2006		complete
Feb 2006	Check with Evert Kenk to see if ILMB can get rid of the problem of each NWDSN member needing a DEA.	Ruth / Hubert	May 2006		ongoing
Feb 2006	Put disclaimer on NWDSN web site re: NRFL blocks	Don	May 2006		
Feb 2006	Look into acquiring NRFL block and road data as part of partial membership	Administrator (when hired)	May 2006		
Feb 2006	Distribute minutes of SFM monitoring workshop to the board	Jim	May 2006		
Feb 2006	Find replacement for ILMB member of technical committee	Hubert	Mar 2006	Shawn Reed	complete
Feb 2006	Merge, document and post the best available information for the 3 TSAs	Administrator (when hired)			

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Feb 2006	Arrange new signing authorities with BV Credit Union.				complete
Feb 2006	Confirm cost of new viewer (FIST). Circulate viewer and metadata template to Technical Committee for review	Don	Mar 2006		
Feb 2006	Circulate a list of projects to be prioritized by the Board at the AGM	Don	May 2006		complete
June 2006	Communicate decision to Evert Kenk that NWDSN will provide appropriate data to LRDW to meet LRDW standards if ILMB provides funding	Don and Barry			
June 2006	review policies and prepare to discuss in the fall (particularly Non-member access and fees)	All	Sept 2006		
June 2006	Send out membership invoices ASAP.	Hubert	ASAP		
June 2006	Review minutes of Feb 2006 Board meeting	All		Carried forward to Sept 2006	
June 2006	Propose meeting dates for coming year	Don			