

Steering Committee Minutes

Meeting: February 4th, 2000

Attending: Sandy Benoit, Arthur Bull, Tony Charles, Anthony Davis, Nell den Heyer, John Kearney, Flora Murphy, Pat Rhynold

Chair: Anthony Davis

Minutes: Flora Murphy

9am-11am

Introduction of new members

1. Introduction of Flora Murphy as St. F.X. University Project Officer for the CURA Grant.
2. Introduction of Tony Charles as CURA Steering Committee member and St. Mary's University professor.

Approval of Minutes from January 13, 2000 meeting

-no changes: moved, Arthur Bull / seconded, Pat Rhynold

Business Arising from the Minutes

1. Highlander Center
 - o Arthur Bull brings into question their involvement.
 - o Anthony Davis suggests the possibility of visiting the center at a later date to develop a working relationship.
2. Resource Package
 - o Flora Murphy will be putting together an inventory on resource education within the province and then regionally with the inclusion of the Highlander Center.
 - o Flora would e-mail Steering Committee members with suggestions on contacts for this resource inventory.
3. Travel Logs will be passed out at the next meeting.
4. Next meeting set for March 9, 2000 1pm in Digby. Director's

Report/Review of Recent Developments

1. Webpage Developments: Anthony Davis met with Erin Breen last week and the website frame will be ready by mid to end February. This shell will then be expanded by Steering Committee members, this would include the development of categories. This will be developed further at the March 9, 2000 meeting.
2. Letter from Tony Charles regarding acceptance of invitation to join Steering Committee presented.
3. Introduction of the research grant budget, the Steering Committee members will be receiving details of budget expenditures during the course of the project.
4. Draft of the hiring processes for the St. F.X. CURA Project Officer position was introduced and the formal advertisement, letter to candidates and a copy of Flora Murphy's resume. This practice will be expected from all groups at the completion of their hiring, and the details will be posted to the website once it operational.

Direct Business

1. Memorandum of Understanding

- Tony Charles presented with a copy of the document.
- All Steering Committee members in attendance were asked to sign the document.
- Decision made to sign one copy and then photocopy and send to all members involved.
- Final drafts passed around to the group.
- Reginald Grant's name changed to Charles Alexander Benoit.
- MOU signed by Arthur Bull, Sandy Benoit, Anthony Davis, John Kearney and Pat Rhynold, to be signed at a later date by Chris Milley.

2. Research Protocol and Understanding

- Changes made to the draft Research Protocol and Understanding (attached to meeting handout), Tony Charles suggested that all partners be included in any publications arising from the CURA. Paragraph three of the Research Protocol and Understanding was changed from:

"Researchers collaborating with the CURA will have the right to prepare and to publish the results generated from the specific study or studies with which they are

associated with the understanding:"

to

"The CURA encourages and supports the collaborative dissemination of research results. In all cases, the researchers collaborating with the CURA will have the right to prepare and to publish the results generated from the specific study or studies with which they are associated with the understanding:"

- Second change made to the Research Protocol and Understanding, first paragraph, first line from:

"All researchers participating in the CURA-associated research activities recognize and endorse the principles of transparency, accountability, and timeliness with respect to the conduct and dissemination of social research."

to

"All researches participating in the CURA-associated research activities recognize and endorse the principles of transparency and accountability. Additionally, all researchers agree to work within the timelines developed within CURA associated research."

- Arthur Bull raised the issue of having a Memorandum of Understanding between the partner organizations and the groups with which they will be collaborating. Decision made that a formal standard and procedure will need to be developed in regards to the relations between partners and other groups involved in the project.

3. When website is functional it will be copied and given to all parties involved that do not have access to the internet.

4. Decision to create a three panel brochure with space for individual partner organization logo, the purpose of the brochure is that it be easily disseminated to provide clarity for the project objectives and partners involved. This will be discussed in more detail at the next meeting.

5. Decided that there is a need to get away from "The CURA" and to develop a short-hand name, suggestion of Community Fisheries Project. A number of options will be listed and sent to all members before the next meeting.

6. Amendment to minutes with regards to the project title given in the Websites and Erin Breen section, Coastal Communities and Sustainable Fisheries.

Hiring Processes of CURA Partners

1. Pat Rhynold - Guysborough County Inshore Fishermen's Association (GCIFA) has closed the process, accepted the application and will short list and begin interviews the week of February 7-11.

2. Sandy Benoit - Gulf Nova Scotia Bone Fide Fishermen's Association (GNSBFA) has just come into the job, as a result the hiring process has been delayed.

3. Arthur Bull - Fundy Fixed Gear Council (FFGC) have not yet posted the position, but will on February 7, 2000.

4. A summary will be written by the partners at the end of the process and submitted to the Steering Committee.

- Chris Milley not available for update
- All partner organization must send Social Insurance Number and travel information on their Community Research Coordinator to the St.F.X. Business Office.

New Business

1. Meeting March 9, 2000 4pm in Digby between the Marine Resource Center, the Fundy Board and the CURA directors and Project Officer.

2. Discussion of a meeting to be held in April in plan seminars and workshops, and the St. F.X. interns role in the communities.

3. Community organizations will send to list serve their thoughts and developments in regards to seminars and workshops. This will need to be formulized at a later date.

4. Sandy Benoit:

Fax number: (902) 234-2449

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Adjourned