

HLPO Steering Committee Meeting Minutes

Date: May 28, 2015

Location: Phone in

Chair: None

Scribe: Tom Bradley

Participants: Ian Parfitt (SGRC - phoning from Spain), Tom Bradley (WKWA), Peter Lewis (FLNR).

Note: Action items are highlighted in yellow.

1. Housekeeping

- Insufficient attendance to have a meeting. Recessed meeting till 9:30, Peter phoned other members, no improvement at 9:30.
- Decide to postpone most of meeting content and re-convene on July 9 at 9 am.

2. Matters Discussed

- Any key/pressing issues? No.
- Ian distributed a breakdown of Dana's time in an email on May 5 under title "quick update on UWR Boundary".
- Ian to revise the financial reporting to use the agreed on Jan 1 to Dec 31 project fiscal year.
- Ian to circulate 2015 financial plan and budget prior to next steering committee meeting. Please review and be ready to address at meeting.

3. Next Meeting

- Thursday July 9, 2015 9:00 am
- 1.877.353.9184, Conf Number to be Determined