

INAP BOARD MINUTES

Vancouver, BC and Go-to-Meeting

29 November 2016 – 17:15

Tuesday 29 November - 18:15 (Denver, Tucson & Salt Lake City, USA)

Tuesday 29 November – 20:15 (Toronto, ON & Pennsylvania)

Wednesday 30 November - 12:15 (Melbourne, Australia)

Wednesday 30 November - 9:15 (Perth, Australia)

Participants:	Dean Williams (acting Chair)	Retired (formerly Kinross Gold)
	John Mudge	Kinross Gold
	Claudio Andrade (Alternate)	Barrick Gold
	Richard Marton	BHP Billiton (call)
	Cynthia Parnow (Alternate)	Newmont
	Rich Borden	Rio Tinto (call)

In Attendance:

Graeme Dunn	INAP Accountant (call)
Gilles Tremblay	INAP Technical Manager

Item 1 The Chairman welcomed the participants and confirmed that a quorum was present.

Item 2 The Chairman recognized Cynthia Parnow as alternate for Scott Miller, Newmont and Claudio Andrade as alternate for Carlos Tamayo, Barrick. Hubert Fleming, Anglo American sent his apologies.

Item 3 The minutes of the last Board Meeting held 12 May 2016 were presented and action items discussed. It was **Resolved** to accept the minutes as written.

Item 4 Financial Status: Graeme Dunn

- Graeme noted that INAP is solvent with funds in the accounts to cover its outstanding expenses.
- As of 11/30/16, one company had not paid its annual dues for the 2015 and 2016 year. The company INAP board member has been contacted and is arranging for payment.
- It was **Resolved** to recognize doubtful debt as required by the financially conservative INAP audit with the caveat that payment of the debt is being pursued by INAP and the debtor company INAP director; consequently, a duplicate invoice has been sent to the debtor company director with the reminder that the invoice is past due.
- The INAP operating bank accounts are currently at about \$346,000 USD, this includes close to \$133,000 USD in outstanding payments thus leaving about \$212,000 USD in the account as of December 31, 2016.

It was **Resolved** to accept the financial statement as presented.

It was **Resolved** that based on the information presented the directors were satisfied that the company is trading solvently.

It was **Resolved** to recognize doubtful debt with the caveat that it is being pursued. A duplicate invoice has been sent.

- Some changes to the 2017 budget were proposed during the Board Meeting including a motion to add \$5K to the Diavik project for 2017 and reconsideration by the Board to increase the amount in 2018. The motion was made by Cynthia Parnow and seconded by John Mudge. Accepted. It was **Resolved** to accept the amended 2017 budget of \$205,800.
- Consensus was reached between Board members with regards to sending out invoices for 2017 INAP membership fees in January. Graeme to action.

Item 5 Technical Manager's Report: Gilles Tremblay

- This was Gilles' first Technical Manager's report and he thanked the INAP members and Terry Chatwin, for their support during the transition period.
- Focus has been on familiarizing himself with the requirements of the Technical Manager's role.
 - Following up on INAP activities including Best Practice Award, ICARD, and a special covers session at SME 2017; and projects such as Diavik, Covers and TERRE-NET
 - Participating in Global Alliance Teleconference calls – ADTI-MMS, MEND
 - Following up with companies regarding membership in INAP – Vale, Detour Lake (Tiered) and Teck
 - Being in constant liaison with Bruce Kelley, Regional Lead for Australia.

Item 6 Other Business: Dean Williams

- Management continuation
 - Dean Williams will continue with INAP during the transition to a new Board Chair.
 - Claudio Andrade has agreed to continue as INAP Operations Committee Chair until ICARD in September 2018. There is currently no one in the vice-chair position.
 - Cynthia Parnow will discuss with Scott Miller the possibility of assuming the Newmont Board position and then being a candidate for Board Chair. However, she has recently changed positions within Newmont and Charing the Board may no longer be possible but she would remain as a member of the OpCom. Cynthia to action.

ACTION ITEMS

1. Dean will continue with INAP during the transition period of selecting a new Board Chair.
2. Members are asked to come up with a slate of candidates for the INAP Board Chair and the INAP OpCom Vice Chair positions for the Spring meeting.
3. Gilles Tremblay to work with Graeme Dunn and the INAP Board and OpCom to assure the payment of outstanding invoices
 - a. Newcrest 2 outstanding invoices
4. Graeme Dunn to send 2017 membership invoices to INAP members
5. Gilles Tremblay to work with Graeme Dunn to discuss and clarify the budgeting and financial forecasting process and report back.
6. Gilles to prepare his work plan for 2017 which will include, but not limited to the following items:
 - a. GARD Guide chapter by chapter review to identify which chapters require an update. Chapter update(s) would be included in 2018 work plan.
 - b. Development of a marketing plan for INAP, to review and strengthen the INAP Value-added statement.
 - c. Increasing communications between for INAP members and the mining community in general by:
 - i. Populating the website
 - ii. Promoting the ARD Best Practice Award
 - iii. Newsletters

iv. Webinars

- d. Help with the development of a strategic plan. It was agreed that the process to be used for its development will be further discussed at the next meeting. John Mudge agreed to take the lead.