

## CLAYOQUOT BIOSPHERE TRUST BOARD OF DIRECTORS MEETING

SATURDAY, DECEMBER 15, 2007  
UCLUELET SECONDARY SCHOOL BAND ROOM  
10:30 – 3:00

### MINUTES

**In Attendance:** Jack Little, Eric Russcher, Don McMillan, Gary Johnsen, Stephanie Hughes, David Fraser, Darcy Dobell, Gregory Charleson, Clive Pemberton, Lorraine Cameron, Marisa Bennet, Kelly Johnsen

**Regrets:** Bruce Frank, Dan Edwards, Maureen Touchie, Diane St. Jacques, Denise Koshowski, Felix Jackson, Robert Sheldon, Wilf Luedke

Meeting convened at 10:30 a.m.

#### 1. Consent Agenda

- a) October 24, 2007 Board Meeting Minutes
- b) Nov 13, 2007 ExComm Meeting Summary
- c) December 10, 2007 ExComm Meeting Minutes
- d) CBRA AGM Draft Agenda and Schedule of Events
- e) Budgetary Actuals to Dec 6, 2007

***Moved by Jack Little and seconded by Stephanie Hughes to accept the Consent Agenda***

#### 2. Meeting Agenda

Jack Little asked that two additional items be added to the agenda; an Aboriginal exchange during CBRA and the upcoming 3<sup>rd</sup> World Biosphere Conference in Madrid. These additions were accepted by the co-chairs.

**Moved by Eric Russcher and seconded by Gary Johnsen to approve the Meeting Agenda**

#### 3. Reports

- a) Executive Director
- b) Executive Committee
- c) Treasurer/Investment Committee
- d) Secretary
- e) Correspondence

The Acting Executive Director provided his monthly report focusing on activities such as the development of the 2008-2010 Business Plan and Budget, the core priority identification process and the 2007 project funding process. The A/ED also noted his recent discussions with Environment Canada which focused on the CBT Board appointment process and the results of GENUS Capital's 2007 Trust Fund investment strategy. Darcy noted that the items discussed at the most recent ExComm have been included in the Board meeting agenda. The Treasurer noted that GENUS Capital did not meet their benchmark for 2007 and therefore did not earn the level of income expected. David suggested that the Board may want to re-visit its investment strategy including considering options such as diversifying investments (e.g. multiple fund managers) and investing locally in property. The Secretary reported that he will be finalizing the paperwork required for signing authority before the New Year.

The Board received correspondence from Tofino residents Susanne Hare and Steve Lawson regarding an earlier Board discussion on the possibility of extending the Biosphere Reserve boundaries. The Board agreed that the EXComm will respond explaining the October 2007 Board

motion to research possible options for extending the boundary, and clarifying that no decision on this issue will be made without full consultation with the communities.

***Moved by Don McMillan and seconded by Marisa Bennet to direct ExComm to follow-up with Susanne and Steve.***

***Moved by Jack Little and seconded by Stephanie Hughes to accept the reports as presented.***

#### **4. Wolf Study**

The Board reviewed progress on the status of the 2006 Wolf Study project. It was noted that a number Tla-o-qui-aht First Nation Hereditary Chiefs were not supportive of this project going forward. However the TFN chiefs did acknowledge that this may be a useful project and are willing to discuss it at a future date. In the meantime, the CBT Board does not approve funding for this 2006 project. The Board asked David to draft a letter to the project proponent outlining this decision.

***Moved by Eric Russcher and seconded by Gary Johnsen not to approve the 2006 Wolf Study Project submission.***

#### **5. Review of 2006 Project Results**

A summary of the results from the 2006 round of project funding was provided to the Board. It was announced that with the exception of one or two projects all proponents have fulfilled their funding obligations. Greg Charleson will look into the status of the Hequiaht Nation Digitizing Project and provide feedback to the Board. In addition, the staff will follow-up with both the Nuu-chah-Nulth Language Program and Baseline Economic Data and Indicators proponents to complete their reports.

***Moved by Eric Russcher and seconded by Gary Johnsen to accept the 2006 Project Results summary as presented.***

#### **6. 2007 Project Funding Recommendations**

David provided the results of the 2007 project funding recommendations from the Advisory Committees which included a recommendation to approve the package as presented. It was noted that four of the projects should be approved based on the following contingencies:

1. West Coast Recreation - the funding for this project will be recalled by CBT if the proponent does not succeed in finding the additional funds required to complete the project
2. Ahousaht Clean Harbour – the proponent will need to secure non-profit status or a partnership arrangement with a non-profit organization before receiving funds
3. Wetland Survey Projects - the proponent will need to secure non-profit status or a partnership arrangement with a non-profit organization before receiving funds
4. Nuu-chah-nulth Language Project – funding for this project will be held back until the proponent provides their 2006 report to staff

***Moved by Gary Johnsen and seconded by Stephanie Hughes to approve the 2007 project funding recommendations from the respective committees. Staff will be report back to the Board in four months on the status of the 2007 project funding process.***

#### **7. Core Priorities**

The Board reviewed the results from their Oct. 26-28, 2007 core priority retreat and confirmed the following three priorities: *Connecting People and Place*, *Biosphere Centre*, and *Practicing Sustainability*. Eric advised he keeps his community apprised on a regular basis and the District of Ucluelet is very much in support of the identified priorities. The District would like to see continued support for youth in our community allocations and would like CBT to consider support for trades training. Darcy mentioned that she met with the District Office of Tofino recently and is keeping them up to date. Gregory advised that youth is a priority for the Hesquiaht FN and that their new school is scheduled to open on Feb.8, 2008. Directors were reminded to consult with their respective communities and to bring the results of these consultations back to the Board.

David recommended that a sub-committee of the Board be convened to finalize the process for hiring the next permanent Executive Director. A recruitment ad should be out in January with the view to having the new ED in place by June 1, 2008 which will allow for two months transition time. Don noted that the next Executive Director must have proven fund-raising skills as the organization will require additional funds in support of the new core priorities. Also, previous experience managing a large budget and a non-profit organization will be required. Marisa Bennet, Gary Johnsen and Darcy Dobell volunteered to join the hiring committee – an open invitation was put to the rest of the Board to join.

***Moved by Gary Johnson and seconded by Don McMillan to approve the three new core priorities.***

#### **8. Reseracher presentation - Sharmalene Mendis-Millard**

Sharmalene presented the results of her previous research in the region as well as a proposal for new research in support of her PhD dissertation and the CBT's new core priorities. Funding will be proposed in 2008 for Sharmalene to provide the Board will a detailed analysis of the new priorities including a review of community consultations.

#### **9. Sponsorship Policy**

A new Sponsorship Policy focusing on event sponsorship was brought to the Board for approval.

***Moved by Stephanie Hughes and seconded by Eric Russcher to approve the Sponsorship Policy***

#### **10. 2008-2010 Business Plan and Budget**

A first draft of the 2008-2010 Business Plan and Budget was provided to the Board for comment. The intent is to incorporate comments and bring the Business Plan and Budget back to the Board in January for approval. The structure and priorities of this 2008-2010 Business Plan are consistent with the previous year as staff believed that continuity is important for the organization. The analysis under each strategic direction has been updated and deliverables have changed. The Board asked that the new core priorities be highlighted more clearly in the next draft. The Budget requires further consideration and consultation with GENUS Capital prior to January. A number of areas were highlighted including supporting the USS Global Exchange program and sending the CBT Community Coordinator along to visit a biosphere in Peru, funding in support of CBT's messaging in the new Wickininnish Centre, and participation at the 3<sup>rd</sup> Biosphere Conference in Madrid in February 2008.

***Moved by Stephanie Hughes and seconded by Eric Russher to accept in principle the Business Plan and Budget.***

***Moved by Gary Johnsen and seconded by Gregory Charleson to approve Rebecca Vines participation on trip to Peru.***

#### **11. CBRA AGM/Aboriginal exchange**

Plans for the 2008 CBRA AGM hosted by the Clayoquot Sound and Mt. Arrowsmith Biosphere Reserves are underway. One of the components of the AGM will be a First Nation cultural exchange where a group of First Nations from the Mount Saint Hilaire Biosphere Reserve in Quebec will visit the region to share experience with Coast Salish and Nuu-chah-nulth First Nations. There was some discussion about a formal signing of a 'twinning' agreement between the Clayoquot Sound and Mount St. Hilaire biosphere reserves during this exchanged but it was agreed that this is not a priority at this time. A sub-committee of the Board will sit down in the New Year to help plan the June 2008 CBRA AGM.

#### **12. 3rd Biosphere Conference, Madrid, Spain (February 4-9, 2008)**

It was agreed that the Board should send a representative to this event.

***Moved by Don McMillan and seconded by Eric Russcher to ask David to attend the Madrid conference on behalf of the Clayoquot Biosphere Reserve.***