

## MINUTES

### CLAYOQUOT BIOSPHERE TRUST General Meeting of the Board of Directors

Tin Wis, Tofino  
January 25, 2007

Present: Larry Baird, Darcy Dobell, Gary Johnsen, Robert Sheldon, Eric Russcher, George Patterson, Marissa Bennett, Clive Pemberton, Bruce Frank

Regrets: Don McMillan, Jack Little, Carol Anne Hilton, Stephanie Hughes

Staff: Stan Boychuk, David Fraser, Rebecca Vines, Jean Wylie

#### **The meeting convened at 7:00pm.**

Darcy welcomed the group and thanked those who were able to contribute to the great working meeting focused on the Business Plan. Stan expressed appreciation to Board members for their time, effort and commitment and distributed Christmas gifts to those who had not yet received their's.

#### *1. Adoption of Agenda*

**Moved by Gary Johnsen, seconded by Bruce Frank to approve the agenda with the addition of 'correspondence.' Motion passed by consensus.**

#### *2. Review and Adoption of the December 9, 2006 Board Meeting Minutes*

**Moved by Eric Russcher, seconded by Gary Johnsen to approve the minutes of the December 9, 2006 Board of Directors meeting. Motion passed by consensus.**

#### *3. Business arising from December 9, 2006 minutes*

Rebecca has obtained a copy of the NTC research ethics application and can distribute to members of the Board at their request. She has also posted the application on the CBT website and is in the practice of referring incoming researchers to NTC.

#### *4. Correspondence*

The Board has received a letter to reaffirm Clive and Marissa as the Board member and alternate from Area C.

**Moved by Eric Russcher, seconded by Gary Johnsen to receive the letter. Motion passed by consensus.**

The Board has also received a request for support from the Tla-o-qui-aht First Nations Youth Basketball Girls team. The Board wishes to support the team and recognizes their need to develop a policy to deal with requests. Clive suggested that the request be referred to the ED for discretionary spending, which was supported by the Board. Bruce thanked the Board on behalf of TFN and the students who be traveling to Prince Rupert.

#### *5. Review of draft business plan and budget*

Darcy introduced the revised Business Plan and noted that the plan has been amended based on the input received since the past meeting. The plan has been significantly condensed to highlight

the specific actions we will take, including deliverables for each of the areas of activity. The Overview section shows a revised logic model that highlights basic functions to advance the objectives of the Biosphere Reserve and the economic, social and environmental sustainability objectives of the communities, as well as highlighting the CBT's role as trustee for the Canada Fund. The outcomes have still not been articulated in measurable terms – this will be an ongoing process with input from the indicators monitoring initiative and communities. While achieving the outputs does not guarantee that we will achieve the related outcomes, they are the pieces that we can control as an organization. Five organizational activity areas are highlighted, which include fund management, research & monitoring, networking, education & communication on the Biosphere Reserve.

Stan walked the Board through Section 2 – Objectives for 2007 – 2009. Subsequent to Board discussions with Paul Kluckner, the Plan now makes the link between the CBT and the Biosphere Reserve as “keepers of the flame.” As the only funded Biosphere Reserve in Canada, we serve as a model to others; this proposed change brings to the forefront the CBT's role vis-à-vis the Biosphere Reserve. Members of the Board appreciated seeing the milestones and deliverables, as well as references to past documents such as the Vision and the Charter. Eric acknowledged the work that has gone into the plan and appreciated the level of detail. Clive emphasized the need to focus more on our Biosphere Reserve, rather than the national or international level, as the best way to show leadership is to do our best at home. After further discussion, it was decided that this objective would be re-written into two parts, separating out the national and international component.

Objective 2.2 focuses on enhancing the CBT Trust Fund. The approach has remained prudent, as reflected in the budget attached to the Business Plan. The current fund value is \$14,713 with a surplus above COLA. The projected fund value for December 31, 2007 is \$15.398M. Imbedded in this objective is the development of a Fund Development Strategy, which includes a list of suggested components for consideration. George strongly noted that he believes a Venture Capital Fund to be a “very bad idea.”

David presented the remaining objectives and outlined the affiliated deliverables. The committee process will build on the feedback from the last year and specifically improve the Call for Proposal process, as well as issuing a new committee membership call. Budgetary support per committee will be maintained at \$15,000 (\$10,000 discretionary spending, \$5,000 logistical support). The CBT will facilitate the development of a comprehensive monitoring initiative to report on social, economic and environmental indicators for the Biosphere Reserve region. This is a long term initiative, with committee, Board and community workshops as this year's deliverable. This initiative will also be the basis for the development of a CURA application, when the dates are announced. The 'Improving Outreach and Target Initiatives' objective focuses on the annual call for proposals, the proposed event sponsorship policy and implementation of the Partnership Policy. The final objective focuses on the recruitment of a new Executive Director, with that process beginning in 2007.

Members of the Board noted the hard work that has gone into developing this plan and showed appreciation. While the CBT is doing good work, there is a desire at the Board level to address some of the larger issues that our communities are facing. Clive noted that people are still using food banks and challenged the Board to also focus on ongoing issues such as this. His concern was shared amongst the Board and Marissa further challenged the Board to show their support for this specific issue through an impromptu funding drive for the food bank. The Board raised a total of \$360 for the Food Bank on the Edge. This challenge will also be extended to other regional Boards. The Board will strive to be creative in how they support issues, through lobbying, funding or through creative challenges.

Returning to the Business Plan, Appendix 1 is a standing document of strategic statements. The meeting schedule was confirmed at twelve CBT events a year. Stan summarized the budget revisions, noting that these have not significantly changed. Allocations have been revised in the

area of sponsorship (increase of \$15,000), salaries & benefits (increase of \$25,000), travel budget (decreased). The committee expenses are consistent; while scholarships have reached their maximum. There have also been increases to the research budget, as well as the creation of a “keeper of the flame” Biosphere Reserve line item of \$25,000.

**Moved by Eric Russcher, seconded by Gary Johnsen to approve the Business Plan with amendments. Motion passed by consensus.**

Lastly, it was suggested that staff continue to consider investing long-term in an office building although the issue of a single office location has not been received with consensus. There may be an appetite for future discussion with Parks Canada.

6. *In camera session*

**Moved by Clive Pemberton, seconded by Eric Russcher to approve the employment contract with David Fraser as presented. Motion passed by consensus.**

7. *Adjournment*

**Moved by Clive Pemberton, seconded by Bruce Frank to adjourn the meeting. Motion passed by consensus.**

Meeting adjourned at 9:10 pm.