

MINUTES

CLAYOQUOT BIOSPHERE TRUST General Meeting of the Board of Directors

Coho Room, Weigh West, Tofino
May 17, 2007

Present: Jack Little, Clive Pemberton, Gary Johnsen, Darcy Dobell, Bruce Frank, Larry Baird, Robert Sheldon (ex-officio), Dan Edwards (alternate), George Patterson, Marissa Bennett (alternate)

Staff: David Fraser, Rebecca Vines, Sheila Ie

The meeting convened at 7:00 pm.

A. Consent Agenda

1. Minutes from previous meeting
 - i. March 22.07
 - ii. April 18.07
2. Results Management Framework – final version

Moved by Jack Little, seconded by Clive Pemberton to approve all items on the consent agenda. Motion passed by consensus.

B. Business Agenda

3. Approval of the Agenda

Dan asked to update the Board on the recent Aquatic Management Board meeting. This addition was inserted after the reports to the Board.

Moved by Gary Johnsen, seconded by Clive Pemberton to approve the agenda as amended. Motion passed by consensus.

4. Correspondence
 - i. Request from PRAS for a contribution to the annual Pacific Rim Summer Festival. This is a formal request for \$2000, which has been budgeted for and is coming forward as an information item to the Board.
 - ii. Ahousaht Raven Ladies Ball Hockey Team request has already been accommodated in the Executive Director's discretionary spending.
 - iii. District of Tofino invitation to a volunteer appreciation dinner
 - iv. Request from the Long Beach Telegraph Trail Restoration Society for support to organize a fundraising event. Clive expressed his conflict of interest as a founding member of the Society and was able to speak to the request. This project has strong support from the communities and agencies involved. Bruce encouraged Clive to have discussions with the First Nations and their respective traditional territories in light of the IMEA discussions.

Moved by Clive Pemberton, seconded by Dan Edwards to receive and file the correspondence. Motion passed by consensus.

5. Reports
 - i. Executive Director – David has been focused on the recent transition and mainly administrative details. Vera Webb has been hired as a permanent contractor to

Approved by Secretary: _____

assist with the bookkeeping. The Celebration of the Biosphere in Ahousaht was a success and it will be important to maintain that energy in outreach. The Fund Development committee will convene shortly. David is less than enthusiastic about CBT taking on Community Foundation status, but will bring that information forward to the Fund Development committee. There have been a number of funding requests approved by the committees and subsequent disbursement.

- ii. *Executive Committee* – No report.
- iii. *Treasurer/Investment Committee* – No report. Clive asked that we not lose sight of the discussion of ethical funds.
- iv. *Secretary* – No report.
- v. *Advisory Committees* – All of the committees met during the Celebration in Ahousaht and will be meeting again before the summer. The next meetings will focus mainly on substantive input to the Measuring Community Health initiative, as well as identifying areas of focus for the upcoming 2007 Call for Proposals.
- vi. *Measuring Community Health* – Rebecca has been working with the youth group in Ahousaht, which has been an excellent means of raising interest in the community. Recent discussions with VIHA have focused on shared interest in identifying indicators of community health. Rebecca is looking to have a draft set of indicators prepared in the fall. Dan added an update on the Learning Communities Network

Moved by Jack Little, seconded by Gary Johnsen to receive the reports. Motion passed by consensus.

6. AMB update

Dan updated the CBT Board on the license bank process, as well as the marine planning process. The license bank is meant to buy back licenses into the hands of the First Nations and local communities. Dan has been working on this on behalf of EcoTrust Canada, in part to secure money through the political process. Dan is also working on a sustainable boat project to create an economically feasible boat, which would be a foundation of a renewed fishing industry on the West Coast. Dan would be willing to bring these items forward to the appropriate committees.

7. Signing Authorities

Motion: That the signing authority for Stan Boychuk be removed and signing authority for David Fraser be granted to the CIBC Credit Card Account, and that Vera Webb be added as the credit card coordinator as no current credit card coordinator is registered on file with the CIBC.

Moved by Dan Edwards, seconded by Jack Little. Motion passed by consensus.

Motion: That signing authority for the CIBC Bank Account be removed from Stan Boychuk and granted to David Fraser, A/Executive Director and that Darcy Dobell, Larry Baird and Gary Johnsen retain signing authority on behalf of the Clayoquot Biosphere Trust.

Moved by Gary Johnsen, seconded by Dan Edwards. Motion passed by consensus.

It was suggested that the CBT consider seeking another financial institution to manage the business account if problems persist with CIBC.

8. CBT Outcomes

The Board has committed to identifying clear outcomes that tie to the logic model as a part of the business plan. Staff has drafted a timeline for this discussion and Darcy asked for a commitment to proceed. David reminded the Board that this discussion is one of the key

pieces in his contract, in part to identify the strengths needed in a new permanent Executive Director. Clive suggested that the timelines are very tight and much of this work will need to be ongoing.

Moved by Jack Little, seconded by Clive Pemberton to approve staff moving ahead on this basis. Motion passed by consensus.

9. Benefits

Darcy brought forward the recommendation from the Executive Committee to enroll in a comprehensive benefit package for all full-time permanent staff. Darcy noted that this is not related to personnel package, nor is it a matter of the budget as the funds are available in the salary budget. Bruce spoke in favor of the recommendation and acknowledged that the background material has been with the Board for sometime now. Clive strongly disagreed in part because a benefit package should be a part of the hiring process, rather than additional to a previously negotiated wage package. Clive also noted that all personnel matters have been the jurisdiction of the Executive Director and asked why this is coming to the Board. Darcy noted that this policy decision will impact the hiring process of the next Executive Director. David further noted that as the acting ED he does not feel comfortable making any substantive policy decisions without input from the Board, especially as he has only been in the role for 4 weeks. Gary noted that we currently have the administrative capacity to manage a benefit package, which has not been the case in the past. Hiring is getting tougher in the region and the CBT needs to be able to attract and retain the highest level staff, as well as modeling the sustainability ethics that we espouse. Jack spoke in favor of the motion and relayed his message back to the foundation principle of lisaak. Clive sees this as the business of the Executive Director and does not see a place for Board input. After considerable discussion the Board drafted a motion to approve the benefit package at the policy level and leave the details in the hands of the Executive Director.

Moved by Bruce Frank, seconded by Gary Johnsen to approve a comprehensive benefit package for all full-time permanent staff. Motion passed by consensus.

10. Youth

Gary updated the Board on recent discussions with Outward Bound International who is moving to Clayoquot Sound as a program destination. The group is looking to build a social benefit portion into their program in our region. Gary brought forward the idea of holding a youth conference in the region on an annual basis to discuss issues and concerns. There may be an opportunity for the CBT to become involved, especially in terms of the committees and the call for proposals.

11. 2007 Funding Call

The Board agreed some time ago that the funding call would begin in September and staff have drafted this proposed timeline to see it through to completion. Staff will be working with the feedback they have received from last years funding call that includes shortening up the timelines, creating an application template and inviting proponents to present their proposals to the committees. The Board suggested that we begin letting people know as soon as possible so that they may work through their respective processes.

12. Report on the "Celebration of the Biosphere"

Staff are working on an evaluation of this hugely successful event and this is an invitation for Board to have input on the wrap up. Staff will be debriefing with all of those involved and is in the process of formally thanking those who participated. Gary spoke on behalf of the

Toquaht First Nation, in partnership with Ucluelet First Nation and the District of Ucluelet to express an interest in hosting the event next year.

Moved by Gary Johnsen, seconded by Larry Baird to approve in principal the planning of a 2008 Celebration of the Biosphere along with the planning of the CBRA AGM. Motion passed by consensus.

The Board was reminded that dinner for Stan is now being planned for Sunday May 27th at the TinWis dining room. Please RSVP staff.

13. *Questions from the public*

Thanks to those who were in attendance. There were no questions for the Board.

14. *Adjournment*

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

Meeting adjourned at 9:07 pm.