

**CLAYOQUOT BIOSPHERE TRUST  
BUSINESS MEETING  
MINUTES**

**January 24, 2012  
6:00 p.m. – 7:00 p.m.  
Clayoquot Field Station  
1084 Pacific Rim Highway, Tofino**

**Present:** Don McMillan, Larry Baird, Gary Johnsen, Darcy Dobell, Violet Clark, Stephanie Hughes, April Charleson, Calvin Ross and Arlene Armstrong for John Aldag.

**Regrets:** Eric Russcher, Cecil Sabbas, Simon Tom Sr., John Platenius, Eugene Touchie, Kelly Johnsen, John Fraser, Curtis Dick, Dan Edwards, Marie Atleo, Lorraine Cameron, John Aldag, Don Radford, Denise Koshowski.

**Staff:** Rebecca Hurwitz, Adrienne Mason and Jean Jackson.

The meeting commenced at 6:03 p.m.

**Consent agenda:**

1. **Adoption of Agenda**
2. **Minutes from the November 24, 2011 Board of Directors Meeting.**

**Moved by Larry Baird, seconded by Stephanie Hughes to approve the consent agenda.  
Approved by consensus.**

**Regular meeting:**

3. **Reports**
  - a) Managing Director, Rebecca presented the report provided in the board package. Rebecca noted that three books of unused charitable tax receipts were accidentally recycled. The error has been reported to the CRA and they asked that the mistake be recorded in our minutes. The destroyed booklets include receipt #1151 – 1600. No further action is needed.
  - b) Executive Committee, Don advised all agenda items from the recent meeting, January 22, 2012 are included in this agenda.
  - c) Treasurer/Investment Committee, Gary Johnsen advised that all reporting is up to date.
  - d) Fundraising Committee, Don advised there nothing new to report as no meeting since the last, October 13, 2011.
  - e) Secretary, Larry Baird was acting in Eric's absence and advised that the minutes of November 24, 2011 meeting have been signed off and records are up to date.
  - f) Correspondence, Rebecca reviewed the 3 items of correspondence in the board package; i) District of Ucluelet regarding Bill Irving's resignation, ii) email notification from PARKS Canada regarding Dave McVetty introducing John Aldag who will replace him and iii) a request from Ucluelet First Nation for a 6 month extension from March 15 to September 15, 2012 on their Culture and Dance group grant deadline.

**Moved by Larry Baird, seconded by Gary Johnsen to approve the reports as presented.  
Approved by consensus.**

**Moved by Larry Baird, seconded by Stephanie Hughes to accept Bill Irving's resignation.  
Approved by consensus.**

**Moved by Stephanie Hughes, seconded by Gary John to accept new PARKS Canada representative John Aldag. Approved by consensus.**

**Moved by Gary Johnsen, seconded by Violet Clark to approved the 6 month extension for the Ucluelet Culture and Dance group. Approved by consensus.**

#### **4. Board Appointments**

Rebecca advised that John Platenius and Darcy Dobell's terms will expire this coming May 2012. As well, Simon Tom Sr. and Violet Clarks will expire by June 2012. The District of Ucluelet will advertise their director and alternate positions following Eric Russcher's formal resignation.

#### **5. Board Self-Assessment**

Darcy advised that although her term will be up in May, she is still committed to assisting with the Board self-assessment. She expects to connect with directors one on one from late spring to early summer with a questionnaire. Darcy will bring draft questions to the next directors meeting, scheduled for March 28, 2012. The process will be inclusive by having staff and Environment Canada involved in the process. Lorraine Cameron has already confirmed her interest in also assisting with the review.

Discussion: Board members expressed thanks to Darcy for offering to assist in this process and look forward to upcoming discussion.

#### **6. Other Business**

April provided a brief update on one of Hesquiaht Nations current projects. They are hosting the 2012 Junior All Native Basketball Tournament (JANT) in Port Alberni from March 18 – 23, 2012. Their local boys team *Homiss Wolves* are the reigning 2011 Champs. If you are aware of and can share any funding opportunities or in-kind contributions to this event it would be greatly appreciated. There will be approximately 50 boys and girls teams, coaches, family members and fans visiting the area for the week and will be very positive for the economy of Port Alberni and surrounding areas. April has volunteered for the steering committee and is available to discuss any matter related to this event. She thanked the Board for the opportunity to share these details and looks forward to hearing back from the community for support and is looking forward to hosting an exciting and success event.

#### **7. Questions from the Public**

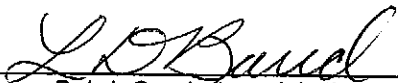
No questions.

#### **8. Motion to Adjourn meeting**

**Moved by Gary Johnsen to adjourn the meeting. Approved by consensus.**

Meeting adjourned at 6:30 p.m.

*I hereby certify these minutes as correct.*

  
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Larry Baird, Co-chair and Acting Board Secretary