

: SUNSHINE COAST COMMUNITY FOREST LTD.

MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON Monday, July 8 2024 AT 213 – 5710 Teredo St, Sechelt BC and by Zoom

PRESENT:	Kathleen Suddes	Greg Caw	Katherine Gordon
(Directors)	Jordan Wilson	Doug Marteinson	Gord Crandlemire
	Jim Tivy		
REGRETS:	Bob Michor, Stu Dornbierer		
ALSO PRESENT:	Warren Hansen - Managing Forester Sara Zieleman - Executive Director, Karen Nielsen - Administrative Assistant, Alton Toth – DOS, Erin Storey – SC Foundation		

Call to Order

Chair Suddes called the meeting to order at 4:00 pm.

1.0 Adoption of Agenda

MOTION: To adopt the agenda as circulated. – CARRIED

2.0 Minutes

MOTION: To accept the minutes of the June 10, 2024 Board Meeting as presented – CARRIED

3.0 Appointments & Delegations –

3.1 Sunshine Coast Foundation - Erin Storey, Executive Director

Erin gave an overview of what the Sunshine Coast Foundation does to strengthen community on the Sunshine Coast by building endowments, making meaningful grants and being a community leader through projects such as Vital Signs.

Some highlights of the presentation included:

- Donors to donor-advised funds can specify criteria for their funding and define their own level of involvement in granting decisions made from the fund
- Funds are pooled for investment and managed to grow income
- Income generated is used to create grants on the Sunshine Coast
- Started with a donation for \$100,000 21 years ago from SCCU; now funds under management total \$10,500,000
- First and only charitable organization on the SC to receive Imagine Canada Accreditation for demonstrate excellence in five areas of operations: board governance, financial accountability and transparency, fundraising, staff management, and volunteer involvement
- Total number of endowment funds 88; Total Grants since 2005 - \$3.3M
- Spend-down of principal balance is possible with a clause in the funding agreement
- Responsive Community Grants Program awards up to 10,000 for community projects responding to current local needs; 2024 saw \$115,235 disbursed to 16 organizations
- Benefits of holding a fund with the foundation: Professional investment management expertise, Grow capital and generate income, Local experts in endowment building, neutral partner operating at arms length, Reduction of administrative burden, Flexible funding structure, Amplification of the fund to generate interest and donations, collaborative community grant making is possible with the SCCF/DOS/SCF

4.0 Management Report

Currently finalizing sales, finished logging in CP18 back in April with \$2.4M in sales to date, looking at about \$2.6M when complete. Finished wind throw pruning and trail restoration. Activist presence during operations required security for operators, cost is approximately \$18,000.

Staff were involved with several field tours looking at different logging practices including commercial thinning and standing stem logging as well as a TigerCat Air Curtain Burner in Squamish. This process reduces waste volume by 95-98% , creates biochar which is beneficial to soil and the environment, and reduces emissions by 98%.

DOS is looking for a burn site to burn invasive species, an Air Curtain Burner is ideal for this. Alton suggested that we further this discussion with the DOS to tie this in with them. He noted that the Regional district runs green waste programs on the Sunshine Coast.

Discussion held around how to seek a partnership with a local contractor who would operate and maintain the equipment in a similar arrangement to the burner in Squamish. Staff seeking board support to work on a business plan to inform a level of required investment and a request for proposals. Board unanimously supports continued work on this.

Other points discussed included that firewood permits are closed, new bridge built by Dave Atlee off Beaver Pond completed for a very reasonable cost, Operating Plan - EBM plan follow up meeting went well the Board enjoyed the joint meeting with the CAP, and that Sara, Warren and Kathleen will be attending the Logger Sports in Powell River this weekend to help prepare us for what is involved for our anticipated hosting of a logger sports event on the Sunshine Coast. Kathleen and Sara were at the Reconciliation Pole unveiling last weekend, the syiyaya Reconciliation Movement called the Community Forest up separately and graciously presented Kathleen with a beautiful carving acknowledging our steadfast support of the project. It was very generous recognition for a project that had many many supporters over the years; much more than we expected and we are very grateful.

MOTION: To accept the July 2024 Management Report as presented. – CARRIED

5.0 Committees

5.1 Executive Committee

No report

5.2 Audit Committee

5.2.1 June 17, 2024 Meeting Minutes

An overview of the committee meeting is provided. It is noted that SCCSS has been contacting a director looking for supporting for funding from the Sunshine Coast Community Forest Legacy Fund. They approached us directly in February and were told to submit Letter of Intent/Application through the Legacy Fund process which did not occur because they wanted to seek more funding than possible through the Legacy Fund Grants program. They have asked

the DOS directly instead and it is their decision however we have advocated for a defined and fair process for making grants from the fund.

The Audit Committee made 4 recommendations:

1. Limit on any single grant at a suggested 25% or appropriate ceiling of the fund unless there is unanimous support
2. Increase DOS engagement on the Legacy Fund Committee, or other joint decision-making body, through representation and joint letterhead
3. Consider managing the fund as endowment – managed for higher yields, interest only spent, potentially by the community foundation
4. That District of Sechelt Council invite the Sunshine Coast Community Foundation for an informational presentation

The committee expressed a sentiment of supporting good decision making around the fund, not making the decisions.

[Motion: Support the Audit Committee recommendations regarding Legacy Fund recommendations to go to the DOS in a timely manner, with discussed clarifications - CARRIED](#)

Airport project concluding – SCCF will keep a \$6000 hold back – remaining approximately \$80,000 in funds will be paid to DOS.

5.3 Nominations and Board Development Committee

No report

5.4 Legacy Fund Committee

No report – meeting tomorrow.

5.5 Governance Committee

No report

5.6 Community Advisory Panel

Held an EBM and Operating Plan information session instead of regular meeting. No formal updated from the CAP

6.0 Old Business – none

7.0 New Business –

7.1 Operating Plan and EBM Plan Webinar follow up – staff to arrange a joint field trip with Board and CAP members to visit areas of interest.

8.0 Correspondence – none

9.0 Next meeting August 12 meeting will not be held for summer break, next meeting will be **September 9**

Note that - Wood Expo is September 7

Adjournment 6:07 pm