

SECHELT COMMUNITY PROJECTS INC.
(the “Corporation”)

MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON MONDAY SEPTEMBER 13, 2021 AT 9:00A.M. via Zoom

PRESENT:	Kathleen Suddes	Tony Greenfield	Gord Crandlemire
(Directors)	Elise Rudland	David King	Alicia Lavalle
	Jim Tivy	Tim Anderson	
ALSO PRESENT:	Warren Hansen - Operations Manager	Sara Zieleman – Administrator	
	Darnelda Siegers – DOS Liason	Alton Toth – DOS Liason	
REGRETS:	Peter Moonen		

Call to Order

The meeting was called to order at 9:05 a.m.

1.0 Agenda

Agenda was adopted with the addition of Strategic Planning under New Business.

2.0 Minutes

Minutes of June 28, 2021 were accepted as presented.

3.0 Committees

3.1 Executive -

3.2 Audit – Chair has met with Crowe MacKay and the audit committee meeting with Crowe MacKay in early July to discuss audit fees. Management costs and Cost of Sales on Q2 Financial Statements are discussed.

3.3 Nomination – Nothing to Report

3.4 SCCF Legacy Fund – Grant recommendations have been made to the DOS, and will be meeting in a month.

3.5 Communications – Chair provided an update on the Committee’s activities including progress on branding work and website. With a more fully built out plan for our website the Committee has asked for updated estimates for the work. Discussion surrounding the additional demands on staff time

3.6 Governance – Committee reported on their recent activities and provided an overview of recommended changes to the Corporate Governance Policy. It is recommended that the Management Contract be removed from the Corporate Governance Policy, including only the Scope of Work. Suggested that it could be made more generic as befitting a policy document. Schedule B also is subject to privacy law and should not be made public. The Committee will bring back a revised draft for ratification in lieu of completing the edits piecemeal.

4.0 Operations Report

Operations Manager provides update on current activities.

Motion to make public on our website any completed professional reports or assessments that we are legally able to share.

5.0 Old Business

5.1 BCCFA AGM – Any Directors interested in participating in this virtual event please let staff know to get registered.

5.2 Firewood Project – Staff provided update on Firewood Project progress.

6.0 **New Business**

6.1 WoodExpo – Volunteers needed for WoodExpo. Several Directors are able to help and will coordinate with staff when they are needed. The WoodCrafters Guild has also offered some volunteer efforts for set up and take down.

Motion to sponsor Toolbelt Learning Collaborative’s costs for putting on woodworking workshops at WoodExpo up to \$2000.

6.2 Strategic Planning - Upcoming session will be facilitated by Andrew Yeates, and will be held in person if public health protocols permit.

7.0 **Correspondence**

Correspondence was received by the Board:

7.1 ELF to DOS: Blk HM50 deferral required August 31, 2021

7.2 ELF HM50 Fire Hazard to BC Hydro Lines September 7, 2021

8.0 **Next Meeting**

October 18th, 9:15am – Second Monday of each month through Fall 2021 as set in June 28th, 2021 meeting.

Adjourned 11:27am