

SUNSHINE COAST COMMUNITY FOREST LTD

MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON MONDAY JANUARY 17 AT 9:15A.M. via Zoom

PRESENT: (Directors)	Kathleen Suddes Elise Rudland	Tony Greenfield Alicia Lavalle	Jim Tivy
Regrets:	Gord Crandlemire, Tim Anderson		
ALSO PRESENT:	Warren Hansen - Operations Manager Sara Zieleman – Administrator		

Call to Order

The meeting was called to order at 9:21 a.m.

1.0 Agenda

Agenda was adopted as presented with the addition of the Madrone Report under the Operations Manager's report.

2.0 Minutes

Minutes of December 13th, 2021 were accepted as presented.

3.0 Committees

3.1 Audit Committee – Will meet with auditor on Wednesday at 9am. Director requested a review of Management costs since prior to the management contract.

3.2 Executive Committee – Discussion of the Strategic Plan includes noting a duplication of Legacy Fund objectives and recreation goals. Suggested that we need to develop a recreational plan through inventories and community consultation. Next steps suggested include striking a recreation committee, the Executive Committee reworking this section of the Strategic Plan, and reconsidering the specificity of a 100 year carbon project.

MOTION to refer the Draft Strategic Plan back to the Executive Committee for rewording discussed sections.
CARRIED

3.3 Nomination Committee – Discussion of expiring terms and need of financial expertise. It is noted that AGM this year may be earlier due to financial statement timeline, and we should be advertising for Directors soon.

3.4 Communications – Committee has met with a media company and received a proposal for videography in the range of \$13,000-\$17,000 which is being considered as a Community Engagement initiative for use on the website and social media.

3.5 Governance Committee – Governance committee has proposed updates to the Duties of the Administrator to reflect current organizational needs.

MOTION to accept the recommended changes to Appendix 9 of the Governance Policy. CARRIED.

4.0 Operations Report

Operations Manager provides overview of current operations. Points discussed include: year end sales and revenue, current market conditions, progress of current operations, the Airport block, planned operations and public engagement around it.

MOTION to continue to operate under the existing Operating Plan for an additional 6 months pending any regulatory changes . CARRIED.

Peter Moonen left the meeting at 11:02am.

MOTION to receive the Madrone Report and accept its recommendations including the 13% deferral, and request an assessment of operational impacts. CARRIED

5.0 **Old Business**

No old business.

6.0 **New Business**

New office was discussed. Move will be completed by the end of the month.

7.0 **Correspondence**

Correspondence was received.

8.0 **Next Meeting**

February 22, 2022 – 9:15am

Meeting went In Camera at 11:36am.

Adjourned 11:44am