

SUNSHINE COAST COMMUNITY FOREST LTD.

MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON Monday, May 13, 2024 AT 213 – 5710 Teredo St, Sechelt BC and by Zoom

PRESENT: (Directors)	Kathleen Suddes Jordan Wilson Stu Dornbierer	Greg Caw Doug Marteinson	Bob Michor Gord Crandlemire	Katherine Gordon Jim Tivy
ALSO PRESENT:	Sara Zieleman, Executive Director Adam Shepard, District of Sechelt Councilor Diane Corbett, Recorder	Warren Hansen, Managing Forester Karen Nielson, Administrative Assistant		

There was a roundtable of introductions at 4:01 pm.

Call to Order

Executive Director Sara Zieleman called the meeting to order at 4:08 pm.

1.0 Adoption of Agenda

MOTION: The agenda was adopted as circulated. – CARRIED

1b.0 Election of Chair 2024-2025

Kathleen Suddes was elected Chair.

1b.1 Election of Vice Chair 2024-2025

Jim Tivy was elected Vice Chair.

2.0 Minutes

2.1 April 8, 2024 – Regular

MOTION: That the minutes be accepted as presented. – CARRIED

3.0 Appointments & Delegations

An email had been received from the Syiyaya Reconciliation Movement regarding a celebration event pertaining to the reconciliation pole. During the third annual Syiyaya Days, the group wished to honour Sunshine Coast Community Forest for its engagement with this project, and requested attendance of one to two members of SCCF to attend the celebration over a series of three days: May 29 for an awakening ceremony to cleanse and awaken the reconciliation pole prior to installation, May 30 for a spiritual ceremony to bless the pole prior to installation, and June 8 for a healing ceremony for survivors and family members. Directors were requested to advise Sara of their interest in attendance by the end of this week. It was noted there would be a public event on June 23.

4.0 Management Report – none

A Management Report was presented at the recent AGM, so would not be done at this time. Managing Forester Warren Hansen provided an update on the standing stem project, that would utilize a helicopter to lift specific cedar trees up and

out. SCCF was waiting for cutting permit approval to happen in June. All the trees had been marked, about 2000 metres. It appeared that this would render about a million dollars for SCCF. The purpose of the trees is for hydro poles.

Chair Suddes announced an intention to do a field trip with the board and the Community Advisory Panel (CAP) to Cheakamus Community Forest, an opportunity to become better informed. No date had yet been confirmed.

The Executive Director provided background on the Management Report. She and the Managing Forester started compiling the report regularly around a year earlier, to establish a written record and journal of the organization. Her request for feedback from the board regarding how directors thought it was working elicited the following comments: really appreciate the management report; it is very informative; compiles information into one spot; helps in preparation for board meeting; has an archive aspect; is pursuing excellence; is meat and potatoes; is awesome.

5.0 Committee Appointments

The role and composition of the committees was discussed. Directors volunteered to participate in selected committee(s); appointments were affirmed by general consensus.

5.1 Executive Committee

Chair, Vice Chair and another director

Deals with priority matters; typically holds *ad hoc* meetings, as result of something going on currently

Kathleen, Jim, Gord

5.2 Audit Committee

Typically meets more frequently during financial quarters

Scope of work was laid out last year; involves a process to follow

Kathleen, Jordan, Stu

5.3 Nominations and Board Development Committee

Involves updating of language and processes to bring in more directors

Initiates advertisements regarding recruiting board members

Greg, Gord, Katherine

5.4 Legacy Fund Committee

Includes two directors of SCCF and two officials of the District of Sechelt

Is a current priority as letters of interest have been received

Reviews letters of interest from people looking for grants and makes recommendations to the shareholder, the District of Sechelt, who grants approval

Bob, Gord, Katherine, Stu

5.5 Governance Committee

Concerned with the governance of the organization and how structured

Works with the strategic plan that describes the vision, community engagements, wish list, commitments regarding direction

SCCF has a policy board; staff handles operations

Jim, Jordan, Doug, Kathleen

5.6 Community Advisory Panel

Is an independent group of community citizens who are involved in a range of disciplines, from forestry to conservation to ecosystem-based management

Board provides a liaison

Has been running for a year

Jordan, Greg

6.0 Old Business – none

7.0 New Business – none

8.0 Correspondence – none

The board does not receive a lot of correspondence. The Chair determines if items should be received.

Points from ensuing discussion included:

- Opportunities for joint review of documents with the Community Advisory Panel
- Sunshine Coast Community Forest website review
- Nature of the work as Managing Forester
- Overview of operational procedures and practices
- Background on administration of the organization
- Background on development and role of community forests in BC
- Wood market dynamics
- Current SCCF projects.

The Chair expressed gratitude for the contributions of Sara, Karen, and Warren, and thanked the board members for their participation.

9.0 Next meeting: June 10, 2024

Adjournment 5:53 pm