

SUNSHINE COAST COMMUNITY FOREST LTD

MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON MONDAY October 11, 2022
AT 213 – 5710 Teredo St, Sechelt BC and by Zoom

PRESENT: (Directors)	Jim Tivy Elise Rudland	Bob Michor Dennis Lozinsky	Jordan Wilson
Regrets:	Kathleen Suddes	David King	
ALSO PRESENT:	Sara Zieleman – Executive Director, Warren Hansen, Operations Manager		

Call to Order

The meeting was called to order at 4:02p.m.

1.0 Agenda

Agenda was adopted as presented.

2.0 Minutes

Minutes from the regular meeting of September 13, 2022 were accepted with mention of the need for two motions from In Camera session to be added. CARRIED.

3.0 Committees

3.1 Legacy Fund

No Report

3.2 Executive Committee

No Report

3.3 Audit Committee

No Report

Discussion on rate of return on cash in account, and the possibility of having several smaller GICs to provide some flexibility for cash flow needs and improved interest revenue.

MOTION to transfer excess funds at the discretion of the Executive Director for a 3 month term while a more comprehensive investment plan is developed. CARRIED

Q2 Financial statements are presented. Points discussed include harvest volume, pole program, Cost of Sales related to poles as well as planning burden, and Community Engagements budget overrun.

MOTION to accept the Q2 financial statements as presented. CARRIED

3.4 Nomination Committee

No Report

3.5 Communications

Discussion surrounding Communications Working Group terms of reference, who the committee Chair is or should be. CWG Terms of Reference is reviewed. Names are removed as they don't belong in a Terms of Reference document. Further discussion includes whether the Community Advisory Panel should report to the CWG. Discussion surrounding the need for the CWG versus the Communications Committee as it existed before. Expressed a need for policy around communications.

The CWG Terms of Reference will be referred to the Governance Committee for further consideration and/or incorporation into the Communications Committee Terms of Reference.

Discussion of Terms of Reference of the CAP is marked up within the document, adding a Director to the composition of the committee, decreasing the annual stipend to \$600 from \$1000, adding that the CAP would report to the Board of Directors via minutes as any other committee.

EBM Brief discussed. Topics covered include document development process, sharing as a dated draft. General consensus that it can be shared as necessary but probably won't be published at this time.

3.6 Governance Committee
No Report

4.0 **Operations Report**

Operations Manager presents his report. Topics included current harvesting status and archeological update, a multi-assessment permit has been recommended and has been accepted and a map with buffers is now awaiting approval, changing stumpage rates and timber markets, road work contract in HM70. Unclear if the Firewood Program will be able to return to the public works yard and other locations are being sought.

5.0 **Executive Director's Report to the Board**

Executive Director's Report to the Board is accepted.

Meeting adjourned at 6:37pm.