

SUNSHINE COAST COMMUNITY FOREST LTD

MINUTES OF MEETING OF THE BOARD OF DIRECTORS HELD ON MONDAY March 28th, 2022 AT 213 – 5710 Teredo St, Sechelt BC

PRESENT:	Kathleen Suddes	Tony Greenfield	Jim Tivy
(Directors)	Elise Rudland	Tim Anderson	Gord Crandlemire (until 10:20am)
	David King	Peter Moonen (from 9:51am)	
Regrets:	Alicia Lavalle (Recused)		
ALSO PRESENT:	Warren Hansen - Operations Manager Sara Zieleman – Administrator		

Call to Order

The meeting was called to order at 9:14 a.m.

1.0 Agenda

Agenda was adopted as presented with the addition of Environmentally Important Streams on the Sunshine Coast Map under New Business.

2.0 Minutes

Minutes of February 22nd, 2022 were accepted as presented.

3.0 Committees

3.1 Audit Committee – Financial Statements are presented by the audit committee chair. Items discussed and explained include revenue, gross margin, complications of operational timing including the November, prior period adjustment. The audit committee will next undertake to implement a credit card policy, process to include the board in significant value invoice review, and management cost review.

MOTION to receive the 2021 Audited Financial Statements as presented. CARRIED.

Free cash calculation is reviewed.

MOTION to declare a \$500,000 extraordinary dividend to the Shareholder.

MOTION to declare a \$25,890 regular dividend to the Shareholder.

3.2 Executive Committee – Strategic Plan was reviewed. Final edits include: date to be updated to 2022, remove sledding bridge, remove camping, remove campsites.

MOTION to accept and adopt the 2021-2014 Draft Strategic Plan with the above identified modifications. CARRIED.

3.3 Nomination Committee – One application has been received. A few directors know people who are interested and may apply. Discussion surrounding the desire to have shishalh Nation representation. We will do further advertising.

3.4 Legacy Fund – Standing deadline for applications is discussed, minutes and recommendations are received.

3.5 Communications – Community engagement RFP and process was discussed. Composition of committee to review the process will be the executive, Operations Manager, and a communications staff from the shareholder will be invited. Time is of the essence.

3.6 Governance Committee – In Camera businesses has been deferred until a meeting with full attendance. Policy review will be undertaken.

4.0 **Operations Report**

Operations Manager provides overview of current operations. Points discussed include timber market and values for logs sold, current silviculture activities, road risk assessment being performed, forest carbon budget models, Ecosystem Based Management strategy, Coastal Silviculture Committee field trip to the Community Forest,

MOTION to receive the Operations Report as presented. CARRIED.

5.0 **Old Business**

Community Engagement Coordinator RFP

MOTION to fulfill the role of Program Coordinator for the firewood project at 8 hours per week on an hourly contract basis. CARRIED.

6.0 **New Business**

Annual Report – Mailed annual report is proposed, with an increase in costs from approximately \$2,000 to around \$16,000. General agreement that we should try

Director Email Accounts – Email accounts currently use the mail hosting included with our web hosting and the webmail is not very user friendly. Discussion around subscription options and alternative hosting with other features

Environmentally Sensitive Sites and Streams Map – map developed by the community

7.0 **Correspondence**

Correspondence was received.

8.0 **Next Meeting**

Regular: May 16, 2022 – 9:15am

AGM: April 25, 2022 – 7:00pm

Hybrid Meeting – Botanical Gardens or similar options will be considered.

Presenter to speak on area of public interest will be sought

Adjourned 11:54am