



Board Meeting Minutes May 10, 2017

Attendance:

Public: Greg Lay

Staff: Ronnie Carmen, Sabrina Mutterer

Board: Steve Anderson, Steve Fawcett, Marie-Ange Fournier-Beck, Ross Lake, Jeff Mattes, Andy Shadrack, Chris Webster (Absent with apologies: Tara Clapp, Robin Mercy)

Motion made to adopt amended agenda. (Addition of safety for Youth Trail Crew)
Carried.

Motion made to adopt minutes of Apr 12, Apr 26 and draft minutes of 2017 AGM.
Carried.

Treasurer's Report was received.

Motion was made to approve the accounts payable for the month of May, 2017.
Carried.

Motion was made to approve the treasurer's report. Carried.

Motion was made to form a Financial/Budget Committee. Members of committee are Ross, Steve A, Andy, Jeff, and Tara. Carried. First meeting will be arranged by email and committee will report at next meeting.

Resolution was made to change the signing authority for KSCU accounts #532598 and #707489 as follows: remove signee Rick Hewat and appoint Steve Anderson.

Woodlands Management Report: no report as Bill was away.

Ross provided update on the status of Bjerkness Creek and Keen Creek road issues. Bill will be meeting with Sean Brenton on Monday to do inspection of Keen Creek. Ross will review with Bill for clarification on road responsibility of Bjerkness.

Silviculture

Sabrina reported on spring burning discussion held with Asa of MoF who has done several burns this spring with good success. Spring burning is now recommended by MoF as long as the pile burns are done in the fall. The spring burn for CP36 has been cancelled as the snow level is preventing access at this time. Ross will request a report from Bill regarding the status of the completion of the Keen Creek obligations for clean-up, road conditions, silviculture implications, etc. Motion made to receive this report.
Carried.

Unfinished Business

Motion was made to increase the amount of rent for Haegedorn's accommodation for the UBC students to include electrical utility. (\$400 plus) Carried.

Safety Report – Earl Grey Trail Crew. Sabrina assessed the activities of the trail crew and reported on the site requirements as per forestry safety council. Parks branch workers will precede the crew and provide risk/danger assessment (written report). Worksafe BC requirements are very broad for this size of crew. Concerns regarding the isolation of work area, evacuation if necessary (helicopter stand-by) communication with crew (sat phone) were all discussed. Motion was made to appoint Sabina as the safety coordinator for the Earl Grey project, to give her authority to communicate with Parks

Branch regarding risk/danger assessment, and to be included in managerial meetings with Chris and John Cathro. Carried. Ross requested written reports on safety to be presented at meetings.

Summer youth trail crew – Chris reported enough funding is available to run a small crew with volunteer supervisors to work close to Kaslo. Ross recommended that Chris provide a written report to explain the trail crew program and proposed work area, use of volunteers as supervisors, and safety aspects for the new directors who may have access to additional grant funding to supplement the project.

Motion was made to send Marie-Ange to attend the BCCFA AGM as our representative with an honorarium of up to \$500 to help cover her expenses. Carried. Opposed by Jeff.

New Business

CBT governance review has been circulated and Ross recommends that a Governance Committee be formed to debrief the report and bring forth recommendations to the board on how to proceed. Motion put forward. Committee members of Ross, Steve F, Tara, and Jeff. Motion carried.

Steve A reported on review of KDCFS guiding documents: bylaws, policies, society act requirements, etc. In future meetings he will be providing the board with more in-depth looks at conflict of interest for directors and senior managers, meeting procedures and other pertinent documents. Motion to receive report. Carried.

All directors received a copy of the Directors Liability Insurance Policy to review. Motion was made for Jeff to contact the Insurance Agent to get a written review of our current policy and report back to the board on or before next meeting. Carried. Ross suggested that Jeff contact BCCFA to inquire what their recommendation for liability insurance would be.

Motion made for Ross to compose thank you letters to the past directors, Stan Baker and Sean Brenton, Rick Hewat and Glen Settle. Carried.

Management/staff performance reviews format – Motion made to appoint Ross and Andy to lay out a procedure for management/staff performance review schedule. Carried.

Committees – formation of standing committees.

Long Term Planning – Chris, Steve A. Ross, Tara, Marie-Ange. Carried.

Operations/Management – purpose to liaison with management and board.

Motion: Appointments of non-director committee members will be made by the board volunteers within the next 14 days. Carried.

Legacy/Investment – resolution made to have the legacy/investment fund incorporated with the Finance Committee. Carried.

Community Communications committee – Andy, Marie-Ange.

Policy Review Committee – Steve A, Tara.

Correspondence was received.

Steve A will represent KDCFS at the JVH Graduation Ceremonies on Jun 24th and will present any successful scholarships.

Additional topics: Suggested by Andy that it would be appropriate to have a few minutes of time offered at the end of each meeting to members of the public that observe the meeting a chance to ask questions. Ross suggested Andy bring idea forward through the communications committee.

Meeting adjourned at 8:00 pm.

