



## KDCFS MINUTES for June 13 Regular Board Meeting

*MISSION STATEMENT: The Kaslo and District Community Forest Society (KDCFS) will manage the diversity of values of the Community Forest in an ecologically responsible and fiscally accountable manner on behalf of the people of Kaslo and Area D.*

*Call meeting to order at 6:00 PM.*

Attendees: Steve Anderson (Chair); Steve Fawcett (Secretary); Tara Clapp (Treasurer); Marie-Ange Fournier-Beck, Chris Webster, Stephen Neville (Directors); Jeff Reyden, Sabrina Mutterer (Management Team); Carol Brown (Bookkeeper). Absent: Ross Lake (Vice-Chair); Robin Mercy (Director).

Guest: Lynn Bandura

### Adoption of the AGENDA

**Motion:** that the Board of Directors adopt the Kaslo and District Community Forest Regular Meeting agenda of June 13, 2018.

Moved: Chris Webster

Carried

### Adoption of Minutes

**Motion:** that the Board of Directors adopt the Kaslo and District Community Forest Regular Meeting minutes of May 9, 2018.

Moved: Steve Fawcett

Carried

### Treasurer Report

Received Treasurer Report. Overall we are benefiting from the good market and potentially a slightly better than projected harvest on some of our CP's. Recommendations: to adjust 4 lines in the annual budget.

1. Professional services (external) increase from \$15,000 to \$25,000 to allow for Keen Creek geoscientist assessment
2. Road network / yearly maintenance increase from \$15,000 to \$50,000 to allow for Keen Creek access and hydrology improvements this summer.
3. Professional Development budget item added to further Managers and Directors education (course fees, travel if overnighing is required ), \$5,000
4. Community Wildfire Project item added. Funds were unknown when budget was developed. FES grant contribution \$50,000, internal contribution up to \$30,000 to complete LLWPP. Total estimate: \$80,000.

**Motion:** that the Directors accept the financial reports presented by Tara Clapp.

Moved: Chris Webster

Carried

**Treasurer moves that:** Subject to further clarification or definition in an Information Distribution Policy to be developed by the Community/Communications Committee, that the motion to "share all financial information" passed at the May 9 meeting be redefined to be: the comparative monthly income statements, the annual budget that are accepted by the Board, and other financials required by the Societies Act. This includes any personal compensation in excess of the limit set by the Societies Act. Carried

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## AGENDA ITEMS

### A. Manager's Report: Questions and Answers

*Questions and Clarifications*

### B. Management Recommendations - Items Requiring Decision Making

1. Keen Mainline: to increase the road maintenance budget from \$15,000 to \$50,000 to pay for freshet damages and allow for drainage structure upgrades as recommended by the pending geoscientist report. Hopes are that these upgrades reduce freshet damages and expenditures in future years.
2. Jeff Mattes (Sunshine Logging) hired to upgrade primary access on Cooper Face. This will set the stage for CP37 2019 harvest. In progress.
3. Development of Hw blocks in Milford and Branch 3 to provide winter 2018/2019 harvest opportunity. In progress.

4. Approval of 2018 Annual Budget revisions.

**Motion:** that the board approve Items # 1 & 4 as per treasurer report recommendation. Items 2 and 3 are covered under the annual budget.

Moved: Tara Clapp

Carried

### **C. Committee Reports**

1. Non Profit Advisors Organizational Assessment (NPA) Report and Board/Management Communication. Tara recommended two items: a business plan and a dedicated organizational meeting between the Board, managers and a NPA advisor from CBT. Tara was delegated to set up a training session for October.
2. Resolution for Qtrade Asset Management Inc. Bank requires two names to authorize transactions.  
**RESOLVED THAT:** 1. The Company open and operate one or more accounts with Qtrade Asset Management ("Qtrade"). All transactions for the Company's account(s) shall be effected and controlled with respect to settlement and all other matters pursuant to the terms and conditions of Qtrade's agreements with the Company governing such account(s), which agreement(s) have been duly executed by the Company and are hereby ratified and confirmed.  
2. The following person(s), Tara Lynne Clapp and Sabrina Mutterer are hereby each designated as a trading authority (the "Trading Authority" or collectively "Trading Authorities") on behalf of the Company for purposes of opening and operating any accounts with Qtrade and is/are hereby authorized and empowered on behalf of the Company from time to time to: (see document A to H).  
Moved: Tara Clapp Carried
3. Combining various Fiscal Policies under one roof. Delegated to finance committee, with Sabrina in attendance. Steve Anderson will set up a finance committee meeting for late July.
4. Finance CTE Recommendations:  
A. Firewood: a number of options were discussed how firewood may be made available to the community; It was decided and recommended to advertise firewood to the community in two different streams:  
4.1 Three loads to be offered to any community group as a fund-raising opportunity for that group. Groups will be invited to make proposals. The proposals must meet certain criteria being that the group must be able to accept the wood at delivery date, and must have a drop off site. The Board will choose between proponents if more than 3 proposals are received. If less than three proposals are received, the unclaimed loads will drop to option two.  
4.2 Two loads be auctioned to the highest bidder who must meet the same criteria as above. We then use the money generated from the sale of these two loads to pay for Winter in the Forest Festival.  
**Motion:** that two separate ads be placed in the Pennywise, one for each option.  
Moved: Steve Anderson Carried  
B. Road Reserve. General discussion  
**Motion:** to table this item until Management can prepare business plan.  
Moved: Steve Neville Carried
5. Information Distribution Policy. Tabled – on Agenda for July meeting.

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### **D. Items for Board Discussion**

1. BCCFA convention report – Tara. BCCFA serves the KDCFS well. Lots learned and good connections were made. Managers were too busy this spring, but are encouraged to attend next year.
2. Stellar Heli Ski amendment. Chris Webster requests KDCFS to support KORTS in their position with STELLAR.
3. KDCFS Trail equipment: Chris Webster has donated all KDCFS trail work equipment (brush saws, handtools, Personal protective equipment) to KORTS. KDCFS is not expected to engage in trail maintenance in the future.

### **E. Community Comments**

1. Greg Lay report from visiting BC Coalition for Forestry Conference – cancelled.

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### **F. In Camera**

Management Presentation of 2018/2019 Market Strategies

Meeting adjourned at 8:50 p.m.