



# KDCFS MINUTES for May 9 Regular Board Meeting

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**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, VOK rep); Steve Fawcett (Secretary); Tara Clapp (Treasurer); Ross Lake (Vice-Chair); Marie-Ange Fournier-Beck, Chris Webster (RDCK rep), Stephen Neville (Directors); Jeff Reyden, Sabrina Mutterer (Management Team); Carol Brown (Bookkeeper). Absent: Robin Mercy (Director). Guests: Greg Lay, Lynn Bandura

## Adoption of the AGENDA

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

Moved: Marie-Ange Fournier-Beck Carried

## Adoption of Minutes

**Motion** that the Board of Directors adopt the Kaslo and District Community Forest Regular Meeting minutes of April 11, 2018.

Moved: Tara Clapp Carried

## Treasurer Report

Received Treasurer Report.

Items of Note: Society vs License management – now separate lines in budget. Keen Creek Road: major unfunded liability suffering high annual hydrological damage and repairs to remain operational.

Action Items: Budget – Earl Grey account requires housekeeping. Management to obtain Geo-scientist estimate of budget required to upgrade this road to operable standard.

Moved: Chris Webster Carried

**Moved that** signing authority at [REDACTED] for accounts # [REDACTED] be held by:

Steve Anderson (Chair), Tara Clapp (Treasurer), Jeff Reyden (Co-manager), Sabrina Mutterer (Co-manager), Carol Brown (Bookkeeper)

Moved: Steve Anderson 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. STELLAR proposal. Submission to Front Counter Comments period.

**Motion:** that the KDCFS be consulted by Stellar Heli Skiing during their Annual Planning and that the Lands Officer be solicited in our agency consultation submission to include this request in the Stellar License of Occupation. This is to acknowledge the KDCFS license K3C exclusive rights to timber harvesting within the THLB.

Moved: Steve Anderson Carried

2. Firewood donations: One load to Maydays. Four more to be determined.  
**Motion:** that the Finance Committee meet and deliberate and recommend to the Board the best use for the four loads of firewood.  
Moved: Steve Fawcett Carried
3. Wildfire Interface Committee integration with Long Term Planning Committee.  
Accepted – no motion.
4. NPA Assessment Report 2017  
**Motion:** that the Policy/Governance Committee review and report back to the Board.  
Moved: Tara Clapp Carried
5. Receive 2018 AGM minutes and file for adoption by the members at the 2019 AGM.
- 6,7,9. Housekeeping from February 28 Meeting: Directors consent is now within Director's Accountability Agreement. Signing of Director Accountability Agreement and PwC contract completed.  
**Motion:** that the February 28 motion is superseded by the March 14 motion.  
Moved: Webster Carried
8. Signing of the 2016 AGM minutes for accountant records completed.

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### **C. Committee Reports**

1. Finance committee recommendation for Legacy Fund investment. 50% of the fund is to be invested in very secure funds - bonds etc - while the other 50% is to be invested in a safe but more actively traded fund type.  
**Motion:** that we invest in an ethical fund at KSCU.  
Moved: Tara Clapp Carried
2. Governance/Policy committee review of BCCFA Governance Policy proposed by Mgmt. Committee recommends adoption.  
**Motion** to adopt policy.  
Moved: Steve Fawcett Adopted.

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

1. Norm – Board / Management communication (Tara C.) Referred to Policy/Governance Committee for review and recommendation in combination with the 2017 Non-profit Advisory (NPA) report. Other discussions to improve Board governance function: Annual Board self-evaluation template suggested by management; board retreats outside of regular meetings.
2. Trail Work progress update (Steve A.) Payroll will not require involvement by KDCFS.
3. Rick Hewat and community communications: protocol of response frontline is management, then if necessary, the Board.
4. Andy Shadrack inquiry. Discussion revolving around origin, purpose and name of this operational “reserve”. It resides within the general operating account as a means to ensure front-end business development capital, contrary to the Silviculture Reserve which is a segregated account reserve that ensures back-end, long-term compliance with legislated obligations, a commitment to reforest to regulated standards what we cut. The “road reserve” exists in bookkeeping only and although being replenished by a set accrual rate has no separate bank account. Both reserve accounts are recorded in the budget. The issue requires further research and deliberation which was referred to the Finance Committee for recommendation. Steve Fawcett will reply to Andy.
5. Owen Bendis communication: Littering is a fineable offense under the Environmental Management Act and falls under the jurisdiction of the Conservation Officer. RCMP was consulted. Management will research type and costs of game cameras and network with other supporting agencies: RDCK, FLNRORD, CKISS.  
**Motion:** to purchase two game cameras.  
Moved: Marie-Ange Fournier-Beck Carried
6. Responsibility for the scheduling of committee meetings lies with the committees. Management will place committee reports on the meeting agenda for the following board meeting. Management will list the committees on the website, with invitation to interested community members to participate. Such individuals should visit one of our board meetings, where they can apply.
7. Financial information on the website.  
**Motion:** that all financial information be open to the public on the website.  
Moved: Chris Webster Carried

**E. Feedback from Community Member Greg Lay**

1. Would like to see public time listed in the agenda.
2. Has a game camera. Is willing to donate to KDCFS.
3. Road maintenance needs to be improved.
4. Stellar proposal: issues of area use conflicts are mostly between commercial operators. Private citizens can go anywhere. Only a small percentage of their tenure is actively used. Guides can assist in wildlife monitoring and relay sightings to responsible agencies.
5. We need to expand the community forest area and attract value-added business.

Meeting adjourned at 8:20 p.m.