



# KDCFS MEETING MINUTES

## for the November 21, 2018 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 6:30 PM.*

Attendees: Steve Anderson (Chair); Steve Fawcett (Secretary); Tara Clapp (Treasurer); Robin Mercy, Marie-Ange Fournier-Beck, Neil Johnson (Directors); Jeff Reyden, Sabrina Mutterer (Management Team); Carol Brown (Bookkeeper). Absent: Steven Neville, Director.

A new board member was welcomed at the meeting: Neil Johnson, replacing Chris Webster as the new director appointed by RDCK.  
Guest: Lynn Bandura

### **Adoption of the AGENDA**

that the Board of Directors adopt the revised Kaslo and District Community Forest Regular Meeting agenda of November 21, 2018.

Moved to adopt: Steve Fawcett                      Carried

### **Adoption of Minutes**

that the Board of Directors adopt the Kaslo and District Community Forest Regular Meeting minutes of October 17, 2018.

Moved to adopt: Robin Mercy                      Carried

### **Treasurer Report**

Receive Treasurer Report. Treasurer reported that our bookkeeping requires alignment with the terminology and content of our new Financial Policies. This work will extend into the spring of 2019. We will also clarify definition of accounting terminology used in our traditional Notice to Public financial statements with our Accountant.

Motion to receive: Neil Johnson                      Carried

---

## **AGENDA ITEMS**

### **A. Governance**

1. The Management team conducted a self-audit as a deliverable under the management contract, now nearing the first a three year term. The team referred to a work plan for the audit, which formed part of the original proposal and was appended to the contract. The work plan contains measurable 1 year and 5 year goals. Management reported the first-year goals met or near complete, with 21,387m<sup>3</sup> harvested and silviculture obligations in good standing. A number of additional projects had been taken on as well. The five-year goals will likely see revision with the completion of the Business Plan in late spring of 2019. The contract also encourages Board feedback to management.
2. Scheduling the upcoming AGM (*appended item*).  
Motion: that the AGM for KDCFS be held on April 10, 2019.  
Moved: Steve Fawcett                      Carried

### **B. Manager's Report**

*Questions and Clarifications*

Motion to adopt report

Moved: Marie-Ange Fournier-Beck                      Carried

