

Minutes
CLAYOQUOT BIOSPHERE TRUST
Committee of a Whole Meeting
Ittatsoo I.R., Ucluelet, BC
WEDNESDAY, SEPTEMBER 24, 2008
6:30 – 9:00 p.m.

In Attendance: Darcy Dobell, Larry Baird, Clive Pemberton
Regrets: Eric Russcher, Violet Clark, Lorraine Cameron, Kim Seward-Hannam, Wilf Luedke, Stephanie Hughes, Maureen Touchie, Nick Thorpe, Kelly Johnsen, Denise Koshowski, John Platenius, Marie Atleo
Staff: Curtis Cook and Jean Wylie
Guest: Tyler Charleson, Josie Osborne, Jerry Schreiber

Meeting commenced at: 6:35 p.m.

Darcy opened the meeting with thanks to everyone for volunteering their time to attend. The meeting was changed to 'Committee of a Whole' as no quorum.
Darcy will send any items that require Board decision by e-mail to absent Directors. Curtis will follow up and communicate back to all Board members on decisions by means of these minutes by October 3rd.

Consent agenda:

1. Draft Minutes from the June 11, 2008 Board Meeting.
2. Draft Minutes from the July 17, 2008 Board Meeting.

Moved by Clive Pemberton , seconded by Violet Clark to approved the Consent Agenda.

Approved by Consensus at Meeting and by e-mail by absent Directors

Regular Meeting:

1. Meeting Agenda

A motion will be sought to approve the meeting agenda.

Discussion: Add on an additional item, # 6 In-Camera

Moved by Dan Edwards , seconded by Clive Pemberton to accept the Meeting Agenda with additional item #6.

Approved by Consensus at Meeting and by e-mail by absent Directors

2. Reports

- a) Executive Director
- b) Executive Committee
- c) Treasurer/Investment Committee
- d) Secretary
- e) Report for Committees
- f) Correspondence

a) Curtis provided an overview of his report.

Discussion: In preparation for the "Annual Budget" for 2009, it was suggested that the practice of preparing a low budget and a high budget continue.

Regarding project application processes, it was suggested that the CBT keep the process as efficient for the applicants as possible because the funding amounts are small and the more effort it takes the less incentive there will be to apply.

In response to the recent hiring of an interim Community Coordinator, it was suggested that CBT recruit local capacity whenever possible, with the philosophy in mind that we always hire the best person for the job.

- b) Darcy confirmed that the Executive Committee items are all on the agenda.
- c) Overall it is anticipated that CBT will finish the year within budget. Due to the current economic outlook, the Investment Fund is down. The overall investment forecast will be discussed at the next Investment Committee meeting (date to be determined).
- d) No Secretary report, Secretary sent regrets and was unable to attend meeting.
- e) Curtis spoke on the Report for Committees as Rebecca was unable to attend this meeting. The Committee Meetings have resumed following summer break. Three of the five meetings were well attended. Active discussion at the meetings and the minutes of each meeting are available on our web page for review at anytime. Current projects are all on track.
- f) A *thank you* letter was received from *Sidney Morrison*, she is the recipient of the Ucluelet Secondary School Scholarship for academic excellence.

Moved by Violet Clark, seconded by Dan Edwards to accept the Reports as presented

Approved by Consensus at Meeting and by e-mail by absent Directors

3. Call for Projects.

The Board will discuss and provide a recommendation on the proposed changes to the Call for Projects.

Discussion: Suggest option #4 if there are not too many applications and # 3 if there are a lot of submissions, noting further discussion on this item with the Executive Director and Directors prior to a final decision. Consider a new deadline for 2009 Call for Funding as February/09, giving adequate time for preparing submissions and adjusting to the new schedule to avoid as much inconvenience as possible to the process and prospective funding recipients.

Moved by Dan Edwards, seconded by Clive Pemberton to change the 2009 Call for Projects funding to January 2009 to harmonize and align with budget and business planning cycles, and to facilitate the participation of potential applicants in the funding process.

Approved by Consensus at Meeting and by e-mail by absent Directors

4. Board appointments – Ratification

April Charleson, Hesquiaht First Nation, Director
Simon Tom Sr., Tla-o-qui-aht First Nation, Director
Marie Atleo, Tla-o-qui-aht First Nation, Alternate Director

Moved by Clive Pemberton, seconded by Dan Edwards to receive appointment to the Board as stated.

Approved by Consensus at Meeting and by e-mail by absent Directors

5. Core Priorities - Proposed Projects

Curtis will present the three project concepts for CBT's Core Priorities.

Darcy expressed thanks to staff, noting that considerable work went into this presentation. The proposed projects were presented to the last Executive Committee who, in turn, recommend the Board consider and approve the proposal.

Discussion items:

1. Note that this item is for *discussion purposes only*.
2. We need to define the next 25 – 50 year vision within our Business Plan, is there a way we can utilize the committee' members in the process?
3. Can CBT provide funding to local schools with the intent of getting children out of the classroom and into the community to discover and learn about the local environment. We need to educate the children young, get them interested, engage them and get them involved. There is a lot to discover with the region that would serve the children well from right here within the community.
4. Perhaps we could think outside the box. Hire a 'CBT Teacher' that can go out to the schools and share information, educate and engage the community. Perhaps CBT could own and operate a kelp farm and bring students there to learn.

Recommendation: These items be brought forward to the next board meeting.

Open floor to Public for questions or comments.

Thank you for the opportunity to attend and listen to the meeting discussions. First I would like to express my appreciation for the Call for Funding and the opportunity for continuous change and willingness to listen to the community and provide improvements and change when and where suggested. But, at this point in time it appears CBT is operating in an 'hour glass' situation. For example, staff come to the Committee Meetings, who in turn report back to the Board at the Board Meetings. Although there are Ex-officio positions within the committee structure, more than often, there is not Board representation at the Committee Meetings. In all fairness and in consideration of staff demands and time pressures, it would be good to see more Board representation at the Committee meetings. As well, it would be beneficial for the Committee's to receive invitations to the upcoming Board Meetings with the intent to establish a more comprehensive and informed Committee/Board structure. I believe this process would serve the community as a whole and you would see greater interest and support in the CBT day to day operations.

It would be good to engage all committees in the initial stage of receipt of applications in regards to the Call for Funding. Previously, staff have received and designated specific applications to the respective committees and as a committee member I would like to see the committee members more engaged in the initial onset of the application and distribution aspect of the process.

After 8 years of operation in the area, it is very disappointing to see the use of styrofoam cups at meetings. I would like to ensure that this does not occur in the future.

I would recommend staff look into establishing a weekly column in the local newspaper. This was recommended several years ago but not acted on.

Regarding 'Cat Face', it would be good to know the 'social standing' of the company that is doing the work on 'Cat Face' and perhaps, relay those finding to the community. I feel that this is a moral issue and the information would serve the community as there appears to be a lot of misunderstanding out there on the issue.

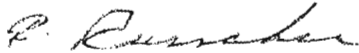
Recommendation:

- To close the discussion in regards to the 'Cat Face' and bring it forward to the next Board Meeting.
- Ensure that notification goes out to all Board of Directors of the scheduled Committee Meetings so that Board have an opportunity to attend and get involved in the Committee process, and vice-versa, Committee Members are sent notification of upcoming Board Meetings and invited to attend.

Meeting adjourned 8:15 pm

6. In-Camera

I hereby certify these minutes as correct.



Eric Russcher CBT Secretary