

**CLAYOQUOT BIOSPHERE TRUST
BUSINESS MEETING
Minutes**

**Thursday, January 21, 2010
6:00 – 9:00 p.m.
CBT Office Boardroom (316 Main Street)
Tofino, BC**

In attendance: Larry Baird, Eric Russcher, Gary Johnsen, John Platenius, Violet Clark
Stephanie Hughes, Dan Edwards
Regrets: Darcy Dobell, Clive Pemberton, Simon Tom Sr., Bruce Lucas, Eugene Touchie,
Kelly Johnsen, Nick Thorpe, Marie Atleo
Staff: Curtis Cook, Rebecca Hurwitz, Jessie Fletcher, Jean Wylie
Guests: Joe Martin, Satnam Manhas and Rebecca Henn

Meeting commenced at 6:25 p.m.

Consent agenda:

1. Minutes from the November 28, 2009 Board of Directors Business Meeting.
2. Meeting Agenda
A motion will be sought to approve the Consent Agenda.

**Moved by Eric Russcher, seconded by Stephanie Hughes to approve the Consent Agenda.
Approved by Consensus**

Regular Meeting:

3. Reports
 - a) Executive Director, Curtis reviewed his report, provided in board package
 - b) Executive Committee, the previous Executive Committee Minutes provided in package, and all items covered in this agenda
 - c) Treasurer/Investment Committee, Curtis provided a brief, based on the recent Investment Committee meeting on December 8, 2009. In addition to discussing the overall performance of the equity and bond holdings, Genus also advised that the economy is still recovering and signs of progress in the domestic and international markets are growing. The Trust is presently at \$13.1 million, and the Investment Committee is still quite satisfied with Genus' performance.
 - d) Secretary, Eric advised that all previous Minutes are signed off and up to date.
 - e) Report for Committees, Rebecca advised there is a 2010 Call for Projects Summary provided in the package and she will review in detail later, Agenda Item # 7.
 - f) Correspondence, Curtis advised a support letter was received by the office from Ahousaht First Nation in support of the Ahousaht Clean Harbour project. This project was originally submitted by Celina Tuttle through 'Make It Happen' in the 2008 Call for Projects funding. The Nation fully supports the project and has also committed funds toward it. This project was pending approval based on the Nation's support and will be included in the 2008 Call for Funding.
A motion will be sought to approve Reports as presented

Moved by Stephanie Hughes, seconded by John Platenius to approve Reports as presented.

Approved by Consensus

4. CBT Investment Policy
Proposed changes developed by external committee members.
A motion will be sought to approve the proposed changes.

Moved by Eric Russcher, seconded by Dan Edwards to adopt the proposed Investment Policy

Approved by Consensus

5. CBT Granting Policy
Direction will be sought regarding CBT approach to supporting local organizations while remaining aligned with Canada Revenue Agency requirements for charitable organizations (brief attached).
Suggestion: Rebecca will host a 'Charitable Workshop' in the region.

Moved by Dan Edwards, seconded by Eric Russcher that CBT's granting policy be strictly limited to eligible organizations outlined by Canada Revenue Agency guidelines.

Also, CBT continues to enter directly into agreements or "contracts for services" with organizations or individuals without charitable status when such a relationship furthers the direct mandate, programs or projects of the CBT and meets Canada Revenue Agency's requirements for such agreements.

Approved by Consensus

6. CBT Scholarship Funds Reallocation Brief and 3 funding requests attached (R. Hurwitz)
A motion will be sought regarding the reallocation of unused Scholarship Funds from the previous year (brief attached).

Moved by Gary Johnsen, seconded by Eric Russcher to re-allocate Scholarship Funds from the previous year as proposed, while honouring any outstanding scholarship funding deferral commitments approved by the Board.

Approved by Consensus

7. Call for Projects – Update, Rebecca made reference to the brief available in the Board package. As in past years, submissions that meet CBT requirements for the Call for Projects will be divided based on their relevance to the Advisory Committees' areas of expertise. Although the Community Development Committee was dissolved last year, there are a number of requests that fall under Community Development Committee. Staff has recommended that a Board sub-committee, or a combination of Board members and previous Community Development Committee members, form to evaluate the submissions..

Suggestion: If any Directors are interesting in participating in the review and act as such a committee we are open to volunteers.

Stephanie Hughes, John Platenius, Violet Clark and Eric Russcher volunteered to review the submissions identified as such. Staff will coordinate the meeting.

Moved by Violet Clark, seconded by Stephanie Hughes to re-instate the Community Development Committee, or related type of Committee in the Fall.

Approved by Consensus

8. Food Security Projects
Board direction will be sought regarding the proliferation of food security project requests and whether funding should be limited to the Healthy Food, Healthy Communities program (brief attached).

**Moved by Eric Russcher, seconded by Gary Johnsen that the food security projects be ineligible for Advisory Committee funding for 2010 and future food security projects be funded from the Healthy Food, Healthy Community budget for 2010-2012 or from funds and grants secured from external agencies.
Approved by Consensus**

9. Wickaninnish Interpretive Centre
Board direction is sought regarding a request from Parks Canada to defer the 2009 funding of 10,000.00 to federal government fiscal year 2010-2011 (brief attached).

Moved by Eric Russcher, seconded by John Platenius to defer request of 10K from Parks Canada 2009, to funding for the federal government fiscal year 2010 - 2011

10. Board Strategy, John Platenius
John spoke about the state of the salmon returns in the region, including both local and global circumstances that affect the species. After much discussion, it was suggested that the CBT commit to fundraising for protection, enhancement and research related to wild salmon restoration. All Members present supported this idea, as well as the emphasis on Board-led fundraising for this initiative.

**Moved by Dan Edwards, seconded by Stephanie Hughes that the CBT Board focus on restoration of wild salmon stock in the Clayoquot Biosphere Reserve Region.
Approved by Consensus.**

11. Wild Pacific Trail – Project Extension request (letter from H. Grimshire attached)


Moved by Gary Johnsen, seconded by Stephanie Hughes to approve the 90 day extension requested by Wild Pacific Trail.

Approved by Consensus.

**Moved by Dan Edwards, seconded by John Platenius to adjourn the meeting.
Approved by Consensus.**

Meeting adjourned at 9:02 p.m.

I hereby certify these minutes as correct.


Eric Russcher, Secretary