

**CLAYOQUOT BIOSPHERE TRUST
BUSINESS MEETING
MINUTES
Thursday, October 7, 2010
6:00 p.m. – 9:00 p.m.
Ucluelet First Nation Community Hall
Ittatsoo Reserve, Ucluelet, BC**

In attendance: Don McMillan – Co-Chair, Gary Johnsen – Treasurer, Eric Russcher – Secretary, Violet Clark, John Platenius, Stephanie Hughes and Bill Irving

Regrets: Larry Baird, Simon Tom Sr., Bruce Lucas, Eugene Touchie, Kelly Johnsen, Curtis Dick and Marie Atleo

Ex-officio's: Lorraine Cameron via phone and Dave McVetty

Regrets: Don Radford and Denise Kowshowski

Staff: Rebecca Hurwitz and Jean Wylie

Guest/public interest: Mike Davis and Stefania Seccia

Consent agenda:

1. **Minutes** from the September 16th, 2010 Board of Directors Meeting.
2. **Meeting Agenda**

Moved by Eric Russcher, seconded by Gary Johnsen to approve the Consent Agenda.

Approved by Consensus, with the addition of the 'In Camera' notes provided by the Secretary.

Regular Meeting:

3. Reports

- a) Executive Director, no report provided, Curtis Cook is away on Annual Leave.
- b) Executive Committee, nothing to report, have not met since last Directors meeting.
- c) Treasurer/Investment Committee, Gary Johnsen advised he will speak to this in reference to Item # 5.
- d) Secretary, Eric Russcher advised Minutes are in order, with the exception of the 'In Camera' noted above.
- e) Report on the committees, Rebecca advised that the meetings have been well attended, working on spending their Discretionary Funds by years end as there will be not carry forward to 2011. An Education Forum is planned for Oct. 20/10 and the CBT will participate. Will forward more detail to Directors once received. She advised she has been working with BC Parks, and others in regards to hazard tree at the Clayoquot Cabin.
Discussion: follow lengthy discussion regarding the; use, cost, danger, etc. around the Clayoquot Cabin the following motion was made,

Moved by Gary Johnsen, seconded by Eric Russcher to proceed with removing Clayoquot Lake Cabin.

Recommend to contact Tla-o-qui-aht First Nation to see if they are interested in acquiring it otherwise BC Parks will consider establishing a tent site at the location.

f) Correspondence, in regards to the At-Large advertisement, there were a few applications received, however, more could have been directed to Curtis. Staff will provide all expressions of interest to the Tofino, Ucluelet and ACRD reps for review once Curtis confirms any other expressions of interest.

Moved by Eric Russcher, seconded by Stephanie Hughes to approve Reports as presented.

Approved by Consensus.

4. Clayoquot Sound Monitoring discussion

Mike Davis provided an update the Board on progress since he presented at our May meeting with a view to identifying areas for CBT involvement.

Following the presentation and much discussion, Mike clarified that he was not seeking assistance with funding for this at this time. Looking more for support, in-kind and assistance in coordinating and planning the community session, tentatively in November some time. As Co-Chair, Don advised he will put this forward for consideration of financial support, Item # 6 this Agenda.

All in agreement.

5. CBT Fund and Market Outlook

Gary Johnsen advised that the Investment Committee met Oct. 4/10 in Vancouver. There was a lot of good discussion in regards to how the fund is managed and suggestions for future turnaround. One thing to consider is moving funds from Bonds to Equity as they tend to have a higher return on investment. The yield would assist in narrowing our gap for the COLA margin. Also, Gary mentioned that there has been discussion with Environment Canada and they realize that the fund will not rebound anytime soon and understand this will take some time. We need to draft a plan to address the fund and keep Environment Canada up to date on this process. Make them aware of a goal, with time frame, operate by a conservative base budget, extra fundraising, and COLA status updates. Consider using a portion of the budget to enhance COLA specifically. The Investment Committee will do further analysis and bring forward recommendations to the November Board meeting.

6. Business Planning and Budget discussion

Discussion and Board direction, including input from the 10-year Review

Rebecca mentioned that in regards to the recommendations in the Report, she is working on a summary of successes, recipients, etc. that CBT has assisted with over the last 10 years and that would coincide with any new fund raising efforts.

In regards to bookkeeping, actuals vs budget reports required. The Board would like to see a number of budgets for their consideration at the next meeting, including a bare-bones operating budget, a conservative budget, a more robust budget and a cost-sharing budget, as well as the appropriate Business Plans.

Moved by Gary Johnsen, seconded by Eric Russcher to re-engage Vera Webb for bookkeeping services.

Approved by consensus.

Discussion: ensure that direction is clear to job shadow and transfer skills to Jean Wylie to eventually take on full bookkeeping role.

7. Signing Authority

The CBT Board of Directors approves the addition of Rebecca Hurwitz as a signing authority on behalf of the organization and the removal of Curtis Cook. The Board also approves retaining Don McMillan, Larry Baird, Gary Johnsen and Eric Russcher as the Society's signing authorities.

Approved by Consensus.

8. Other Business

No other business at this time.

9. Questions from the Public

Don opened the floor to public for questions or comments. No public questions.

10. In Camera

7:50 recommend to suspend meeting to go In Camera, resume meeting in 10 minutes.

Moved by Eric Russcher, seconded by Gary Johnsen to finalize Rebecca's promotion to Managing Director and for the co-chairs to negotiate her salary.

Approved by Consensus

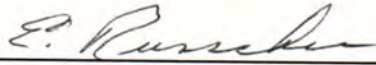
11. Motion to Adjourn

Moved by Don McMillan, seconded by Eric Russcher to adjourn meeting.

Meeting adjourned at 8:05 p.m.

The next meeting is scheduled for Thursday, November 25th from 6-9pm in Esowista.

I here by certify that these Minutes are correct.



Eric Russcher, Executive Secretary
Clayoquot Biosphere Trust