

**CLAYOQUOT BIOSPHERE TRUST
BUSINESS MEETING
Minutes
Thursday, September 16, 2010
6:00 – 9:00 p.m.
Ucluelet Community Centre, Ucluelet, BC**

Meeting commenced at 6:10 p.m.

In attendance: Larry Baird, Don McMillan, Gary Johnsen, Eric Russcher, Darcy Dobell,
Violet Clark, Dan Edwards, Simon Tom Sr.

Ex-officio: Lorraine Cameron and Denise Koshowski

Staff: Curtis Cook, Rebecca Hurwitz, Jessie Fletcher and Jean Wylie

Meeting commenced at 6:12 p.m.

Larry Baird Chaired the meeting and called the meeting to order.

Consent agenda:

1. Minutes from the June 2, 2010 Board of Directors Meeting.
2. Meeting Agenda
Review, edit, additions if necessary and approve the Consent Agenda.

Moved by Darcy Dobell, seconded by Gary Johnsen to approve the Consent Agenda.
Approved by Consensus.

Discussion: Bill Irving questioned note in memo from Bull, Housser and Tupper. Eric Russcher clarified the role of Alternate Directors regarding voting, volunteering and participation on advisory committees.

Regular Meeting:

3. Reports
 - a) Executive Director, Curtis presented his report, provided in Board package.
 - b) Executive Committee, Don advised the Executive Committee met in June and August and the topics from those meetings were in the agenda for this meeting.
 - c) Treasurer/Investment Committee, Gary provided a brief. Fund is presently at 12.7, should be at 14.7. Also, the Investment Committee will meet October 4 and the discussion will include the correspondence received from, Mary Spurr and Rob Heinkel, as well as correspondence from Environment Canada. Further discussion on this will be covered in Item # 6.
 - d) Secretary, Eric Russcher reported all previous Minutes have been approved and signed. All relevant documentation is in order.
 - e) Report for Committees, Rebecca advised Community Development Committee has been reinstated, although low attendance the members were very enthusiastic and comfortable with the committee size. All committee meetings are starting up again and going well. Currently recruiting and good to see first nation participation. One funding deferral, will review in Item # 9. The Marine & Aquatic committee has presently posted a mini – call for funding to utilize the discretionary funds available. The scholarship budget for 2011 would be \$21K. The cabins require maintenance, ie: stove pipe replacing and a hazardous tree removal required at Clayoquot Cabin. As well, the cabin leases require renewal in 2011. Rebecca will meet with BC Parks regarding the tree removal and lease renewal.

f) Correspondence, Curtis Cook updated Directors on correspondence, including an email regarding Raven Coal Mine in Port Alberni, letters from Environment Canada and the CBT Investment Sub – Committee, the memo from Bull Housser and Tupper as well as letter from Alberni-Clayoquot Regional District. Following discussion on cost, liability and approach regarding the legal opinion on Alternate Directors, the following motion was approved by Consensus:

Moved by Darcy Dobell, seconded by Gary Johnsen that, "The Clayoquot Biosphere Trust (CBT) will retain Bull, Housser and Tupper (BHT) to revise by-laws in conjunction with representatives from CBT Executive Committee and/or Board of Directors and follow the recommendations in the memo from BHT with respect to electing officers until a special meeting or the next AGM is held to adopt the new version of the draft by-law."

Moved by Darcy Dobell, seconded by Gary Johnsen to approve the Reports as presented.
Approved by Consensus.

4. Election of CBT Officers

Larry Baird, Gary Johnsen, Simon Tom Sr., Eric Russcher and Don McMillan expressed of interest in positions on the CBT Executive Committee. Simon Tom Sr. withdrew his expression, as he felt comfortable with the other expressions. The group was accepted as the Executive Committee. All elected officers expressed interest in their former roles.

Moved by Darcy Dobell, seconded by Eric Russcher to accept the election process of the following Executive Committee members:

Larry Baird – Co-Chair

Don McMillan – Co-Chair

Eric Russcher – Secretary

Gary Johnsen – Treasurer

Approved by Consensus.

5. Appointment of Alberni-Clayoquot Regional District (ACRD) Director

Moved by Gary Johnsen, seconded by Darcy Dobell to accept the appointment of Don McMillan as the CBT Director for the Alberni-Clayoquot Regional District.

Approved by Consensus.

6. CBT Fund and Market Outlook

Gary Johnsen referred back to his comments regarding the upcoming Investment Committee meeting and its impact on discussions regarding fund value and budget planning. Don McMillan commented on the challenges of overcoming a deficit resulting from extremely poor market conditions.

The Board asked the Investment committee to provide recommendations for discussion at the October 7 Board meeting. Bill Irving requested clarification on who delivers the "detailed performance appraisal" that was requested in the correspondence from Mary Spurr and Rob Heinkel. Gary Johnsen indicated that he will inquire at the Investment Committee meeting. Eric Russcher requested that the implications of a "green investing" policy in these market conditions also be discussed at the meeting on October 4th.

Moved by Darcy Dobell, seconded by Eric Russcher that the CBT Investment Committee report back with recommendations to the Board for business planning.

Approved by Consensus.

7. Scholarships

Moved by Don McMillan, seconded by Darcy Dobell to approve the recipients of the 2010 CBT Scholarships, to approve the use of the Ucluelet Secondary School Scholarship Committee for future CBT Scholarship selection, and to approve amendments to the CBT Scholarship Policy. Approved by Consensus.

Comment: Darcy Dobell expressed, 'Thank you to staff' for all their hard work on this.

8. Biosphere Reserve Periodic 10-year Review and Survey

Moved by Eric Russcher, seconded by Gary Johnsen to accept the UNESCO 10-Year Periodic Review document and forward to the Canada MAB Committee. Approved by Consensus.

Discussion: Bill Irving noted the lack of participation of First Nations respondents in the survey and suggested a different methodology might reach a wider audience. Darcy Dobell suggested that the review document would be a useful tool for future communications and developing messaging and stories to promote the Biosphere in the future. Lorraine Cameron offered her congratulations on a successful review.

9. Tofino Community Food Initiative – Request for Deferral

Moved by Darcy Dobell, seconded by Don McMillan to defer Tofino Community Food Initiative funding until December 31, 2010 at the latest to allow the group time to pursue additional matching funds elsewhere. Approved by Consensus.

10. Other Business

Don McMillan expressed thank you to Curtis Cook for his time with us at CBT, noting Curtis submitted his resignation from Executive Director for CBT at the August Executive Committee meeting. Don also expressed recognition of all the hard work Curtis provided on behalf of the organization.

11. In Camera

Staff were excused.

Don proposed that Rebecca be promoted to Managing Director while the Board increase their role in fundraising. Darcy agreed and recommended that Rebecca take appropriate professional development. Violet supported the idea. Curtis is to do staff performance reviews, draft business plan and fund raising kits as his remaining deliverables.

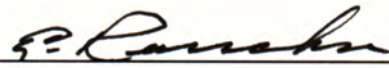
Moved by Eric Russcher, seconded by Darcy Dobell for Co-Chairs to negotiate employment agreement with Rebecca. Approved by Consensus

12. Adjourn meeting

Moved by Larry Baird, seconded by Eric Russcher to adjourn the meeting. Approved by Consensus.

Meeting adjourned at 8:25 p.m.

I hereby certify that these Minutes are correct.

A handwritten signature in black ink, appearing to read "E. Russcher", is written above a solid horizontal line.

Eric Russcher, Executive Director
Clayoquot Biosphere Trust