

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES

Thursday December 7, 2017
10:30 a.m. – 12:00 p.m.
Long Beach Lodge, 1441 Pacific Rim Highway, Tofino

Present: Alan McCarthy, Ashley Ireland, Ariane Batic, Denise Koshowski, Mary Toews, Naomi Mack, Renee Wissink, Tammy Dorward and Tom Campbell
Staff: Rebecca Hurwitz, Laura Loucks, Faye Missar and Laura Di Feo

Nuu-chah-nulth word of the meeting from Naomi Mack: tiqwas?in – “sit together”

1. Welcome and Introductions

The meeting began with a round of introductions.

2. Consent Agenda

- a. Approve the agenda
- b. Board of Directors meeting minutes November 9, 2017
- c. Executive Committee Report
 - i. November 29, 2017 meeting minutes
- d. Executive Director Report

Rebecca noted that Environment and Climate Change Canada had recently requested changes to the draft minutes enclosed in the package. ECCC had also requested revisions to the CBT policies enclosed later on the agenda. Rebecca expressed her frustration with receiving last minute revision requests and also spoke to the difficulty of having members participate by phone. Tammy expressed her concern about the process as well. Ashley suggested to postpone the approval of the minutes until Cathy Thicke and Geoff Lyons had an opportunity to review.

Motion to approve the consent agenda excluding the November 9, 2017 minutes approved by consensus.

3. Director updates

This was an opportunity for Directors to provide a short update on items that related to the CBT. Directors were reminded to be brief and emphasize the connection to CBT activities.

4. At-Large Director Recommendations

Rebecca provided a summary of the At-Large Director recruitment process and the resulting recommendations.

Motion to appoint Hannah Nicholls as Director At-Large and Ariane Batic as Alternate Director At-Large as recommended by the District of Tofino, District of Ucluelet and Alberni-Clayoquot Regional District appointees. Approved by consensus.

5. Biosphere Centre Update

Rebecca anticipated that the office lease for 316 Main Street, Tofino would be renewed by Mamook the following week. She also suggested that the Board could review their Biosphere Centre site criteria in the new year as discussions with the District of Tofino and Vancouver Island Regional Library are moving slower than hoped.

6. Scholarship Review

Faye presented the results of the scholarship review. Directors had many questions and shared their perspectives. prior to making decisions about changes to the scholarship program in early 2018. Ashley suggested holding a special meeting to discuss the materials before the next board meeting allowing Directors more time to review the document and consider the questions posed in the briefing note. Faye will convene the working meeting prior to the February Board meeting.

7. 2018 – 2020 Business Planning

Rebecca presented the draft business plan and budget for review and approval.

Motion to approve the 2018 – 2020 Business Plan and Budget as presented approved by consensus.

8. Investment Committee Policy revision

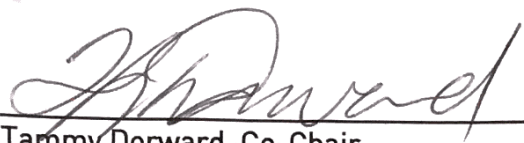
The Investment Committee Policy 3.3 revision was postponed to the next meeting.

9. Long-term Investment Policy revision


The Long-term Investment Policy 6.1 revision was postponed to the next meeting.

Meeting Adjourned at 12:30 pm

I hereby certify these minutes to be true.



Tammy Dorward, Co-Chair



Alan McCarthy, Secretary