

**CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES**

Thursday May 24 2018

10:00 a.m. – 2:30 p.m.

Long Beach Golf Course, 1850 Pacific Rim Highway, Tofino

Present: Denise Koshowski, Anne Mack, Rene Wissink, Alan McCarthy, Ariane Batic, Tammy Dorward, Cathy Thicke, Tracey Parker (phone), Rebecca Henn (phone), Mayco Noel (phone)

Staff: Rebecca Hurwitz, Faye Missar, Colin Robinson

1. Welcome and Introductions

The board meeting began at 10:20. Cathy and Tammy called the meeting to order. Due to some voting directors' inability to stay after the lunch break, Tammy proposed re-ordering the agenda to place all voting matters in the morning.

Cathy shared the Nuu-Chah-Nulth word of the meeting: Šaah yitsapaquwił, explaining the meaning of the word: "a place where people go to get well." She shared the story of the Tofino General Hospital naming ceremony.

2. Consent Agenda

Rebecca noted that the enclosed financial statements did not include the adjusting journal entries from the 2017 audit or the Genus transactions for the first quarter of 2018, although they do present the expenses for the year to date.

Motion to receive the appointment of Ashley Hawker as director on behalf of Alberni-Clayoquot Regional District effective April 25, 2018 carried by consensus.

Motion to approve the consent agenda with items re-ordered such that all voting items are addressed in the morning section of the meeting carried by consensus.

3. Director Updates

This was an opportunity for Directors to provide a short update on items that relate to the CBT.

4. Biosphere Research Award recipient

A pre-recorded PowerPoint presentation from Research Director Laura Loucks was played recommending to the board that the Biosphere Research Award be presented to the Central Westcoast Forest Society's proposed project: *Assessing Habitat Conditions at Tranquil Estuary to Guide Chinook Restoration & Conservation Efforts*.

Motion to approve the Biosphere Reserve Award recommendation forwarded by the Technical Review Committee carried by consensus.

Tammy requested a copy of the application for her reference. Cathy requested the board be invited to participate in the award presentation.

5. Education Award Recommendations

Faye Missar reviewed the Education Award criteria and process. Members of the Executive Committee reviewed and evaluated the applications through online grant system. Faye presented the resulting recommendations for the two education awards. Cathy noted that the recommended applicants both received perfect scores in their evaluations.

Clayoquot Biosphere Education Award

- Mateo Ludlow of Ucluelet. Mateo seeks to become a physiotherapist, has been accepted into Kinesiology at the University of Victoria, has been involved in numerous community projects, and is in excellent academic standing.

Central Region Nuu-Chah-Nulth student Award

- Colton Vanderhelm, a Tla-o-qui-aht member residing and attending highschool in Nanaimo. Colton aims to become an Emergency Room Physician and has been accepted to UBC; he is head of his high school global affairs committee, volunteers in antipoverty and social justice projects, and is in excellent academic standing.

The board then discussed the evaluation system, noting that it doesn't translate well to phones or iPads, and that while there is a slight learning curve, the user interface is very useful and helps evaluators score applications fairly and efficiently. Tammy noted that the new system did not allow for blind evaluations.

Given that an Education Award is in essence an investment in the human resources of the region, the board discussed the importance of retaining talent, exploring the idea of expectations or conditions that could be associated with the award. For example, award recipients could be requested to return to the region following their studies to work and contribute to the community.

Motion to approve the 2018 Education Award recommendations as presented carried by consensus.

6. Annual Report

Office and Communications Coordinator Colin Robinson presented a copy of the 2017 CBT Impact Report (Annual Report) for board review and approval before it is presented at the 2018 CBT AGM on June 14. The board noted several copy-edits and suggested that perhaps each individual section could be highlighted on social media and the blog to maximize the content.

Motion to approve the 2017 annual report as amended carried by consensus.

7. Executive Director performance review

In Camera

The board broke for lunch from 12:00 – 1:00 p.m.

8. Financial Statements

Auditor Ben Capps presented the draft financial statements. He explained that the structure of the report is similar to the previous year's, and that the organization is in strong financial health.

Key conclusions of the audit include:

- The financial statements present fairly, in all material respects, the financial position of Clayoquot Biosphere Trust Society as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.
- The organization is growing the scope of its programming and overall community impact without growing expenses, and is funding an unprecedented proportion of its operations from revenues (e.g. external grants, partnerships) other than dividends from the Canada Fund.

Motion to approve the 2017 financial statements carried by consensus.

9. Fund Development Update and Discussion

Building on the baseline fund information shared by Ben Capps in the draft financial statements, Rebecca presented a review of recent fund development activities and posed three questions to the board with the intention of facilitating discussion:

- What does Giving and Philanthropy mean to you?
- What is our long-term fund development goal?
- What information/resources/training do you need to be a Philanthropic Ambassador of the CBT?

The board discussed the nature of "giving," opening with a discussion comparing the Western philanthropic model with Nuu-Chah-Nulth values and teachings about "giving." It was noted that Nuu-Chah-Nulth giving is rooted in a more interconnected sense of community. The responsibility of putting "others first" and the importance this philosophy plays in maintaining a healthy community was discussed. Serendipitous, unexpected, and undetermined giving was discussed. Help is needed at unpredictable times, and often not when a donor "feels like giving" (though donor-controlled giving is a hallmark of the Western Philanthropic model).

The role of giving and Philanthropy in education was also discussed: how do we educate our young people to understand the importance of giving and interconnectedness? It's not easy to hear and teach about what to do with your resources. The board discussed leading by example, instead of simply instructing without action.

The board discussed the definition of Philanthropy as it relates to CBT's sustainability mandate, advancing agendas that promote a holistic development of our interconnected ecologies, cultures, communities, and economies. In general, Western economic culture (and to an extent, the model of Philanthropy rooted in it) is out of sync with the ecological systems it depends on. Solving problems will not come from making more money (through unsustainable practices) and giving it philanthropically, but requires coming to a new balance. This equilibrium should be

a central piece in both our fund development and operations strategies. CBT plays a key role in leading change towards a sustainable balance through, for example, the programs it funds and through its fossil free investment practices. The board discussed developing the CBT as a home for external organizations to invest funds and the various fund structures (e.g. donor-advised funds).

The board then concluded with a discussion about its own information, training, and engagement, noting the need to better understand the fund development work at the CBT. The board discussed the need to practice being better ambassadors for the CBT themselves, in tandem with coordinated communications and public engagement strategies from the CBT staff. Rebecca noted that this discussion was helpful as she begins to update the CBT Fund Development Strategy for 2018.

10. Adjourn

Motion to adjourn approved.

The meeting adjourned at 3:05 p.m.

I hereby certify these minutes to be true.



Tammy Dorward, Co-Chair



Alan McCarthy, Secretary