

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT AGENDA

Thursday September 13, 2018

9:30 a.m. – 4:30 p.m.

Multipurpose Room, Maaqtusiis Secondary School, Ahousaht

- Present: Tammy Dorward, Ashley Hawker, Naomi Mack, Tom Campbell, Ariane Batic, Ruth Charleson, Renee Wissink
- Staff: Rebecca Hurwitz, Faye Missar, Laura Loucks, Brooke Wood, Colin Robinson
- Guests: Scott Graham (SPARC BC), Ian Fitzgerald (Fitzgerald Biosphere Reserve, Western Australia)

Tom Campbell welcomed the group to Ahousaht territory and opened the meeting by acknowledging the challenges faced by Ahousaht, Tla-o-qui-aht, and the west coast communities in relation to the missing community members and Search and Rescue efforts.

Tammy Dorward, at Tom's invitation, opened the meeting with a traditional Tla-o-qui-aht prayer.

Acting as co-chair in Cathy Thicke's absence, Ashley Hawker introduced the Nuu-chah-nulth word of the meeting: *hiltiyiis*, which means "standing on the shoulders of." Rebecca explained the word is the title of Robinson Cook's carving commissioned by CBT to commemorate the regional gathering, *hišinqwiił*. The carving was unveiled at Carving on the Edge Festival on September 6th.

Rebecca spoke about the document "Guide to being a Biosphere Reserve in Canada," encouraging board members to review as background on the Canadian Biosphere Reserve program.

1) Welcome & introductions

Introductions were made around the table.

2) Approve the Agenda

Rebecca noted she received correspondence from Chief Richard Lucas nominating Ruth Charleson as Director and Stephanie Charleson as Alternate Director on behalf of Hesquiaht First Nation.

Motion to receive the appointment of Nora Morrison as alternate director on behalf of the District of Tofino effective June 26, 2018 approved by consensus.

Motion to receive the resignation of Priscilla Sabbas-Watts effective July 28, 2018 approved by consensus.

Motion to receive the appointment of Ruth Charleson as director and Stephanie Charleson as alternate director on behalf of Hesquiaht First Nation effective July 28, 2018 approved by consensus.

Motion to approve consent agenda approved by consensus.

3) Director updates

This was an opportunity for directors to provide a short update on items related to the CBT.

4) Guest Presentation: Ian Fitzgerald, Fitzgerald Biosphere Reserve, Australia

Ian thanked group for hosting him, and explained that the Fitzgerald Biosphere Reserve (FBR) in Western Australia was relaunched in 2018 after years of low activity and recognition. He has been tasked with leading the new activities, and is visiting Canadian Biosphere Regions to build his network and research new ideas, particularly to do with leveraging tourism. He noted that FBR and the CSBR are similar in terms of population, geographic area, remoteness, and tourism.

He spoke to the FBR lack of funding and noted he is inspired by the CBT model. He also explained that FBR does not have First Nation involvement but sees this as integral to success. He also explained his interest in developing university partnerships. The board then shared perspectives and ideas addressing the context Ian presented.

5) Program Audit Presentation

Scott Graham, Associate Executive Director. Manager of Research, Planning & Consulting with The Social Planning and Research Council of British Columbia (SPARC BC) presented the results of the Program Audit, which is conducted every three years in compliance with the Canada Fund Agreement between CBT and Environment and Climate Change Canada. He was quick to note that the evaluation helps determine the

CBT's performance as a Biosphere and Community Foundation, and is also highly useful as a strategic guide moving forward, not just for reflective evaluation.

He outlined the evaluation process, explaining the methodology of assessing progress towards Outcomes, Objectives, and Levels of Achievement.

Speaking to the overall assessment, Scott explained that CBT is demonstrating strong achievements in both the Objectives and Program Outcomes, noting that CBT has grown in every conceivable way - program areas, partnerships, and fund development- and has responded well to recommendations made in the 2015 Program Audit.

He explained that in the spirit of continued improvement more work can be done to: increase awareness of a range of sustainability solutions and to communicate the work of the CBT. He presented the draft recommendations for discussion before opening the floor to questions, concerns and critiques. The board discussed: the Biosphere Centre (noting its absence from the Program Audit); the stakeholder input to the Program Audit, and; how to apply the results in a strategic direction.

6. Tourism Tofino Brochure update

Tammy Dorward introduced the Tourism Tofino (TT) brochure, noting that Cathy had raised it to the Executive Committee. The brochure is intended as a guide for visitor etiquette. She pointed out that "Tla-o-qui-aht" was not spelled correctly in the Nuuchah-nulth alphabet. Rebecca explained that TT staff had reached out to her with a final draft for feedback. She appreciated that the CBT and the Biosphere are recognized. She remarked there has been recent dialogue about the West Coast NEST and education tourism.

Directors noted that many visitors may never pick up a print brochure, favouring digital, and that social media counterparts need to be added to the developing visitor etiquette campaign. Overall the group felt the brochure did not provide enough detail to truly link to place. Future materials could be supplemented with examples of activities to that would allow visitors to practice good etiquette. The group also recognized the importance of connecting with all of the communities in the Biosphere Region, beyond Tofino.

Overall, the group stressed the importance of continuing to develop a more formal relationship with TT. As per the suggestion of the Executive Committee, Rebecca will bring forward the next TT call for nominations so that the group can consider when the time comes.

7. Board Self-Assessment

The Board took time to individually complete the assessment as per CBT policy. This year, an added exercise called “The Window of Work” was included to help the Co-Chairs and Executive Director best understand and utilize the individual skills and interests of the Board members, and ensure that the volunteer Directors are receiving as well as contributing through their involvement with the CBT. The results will be compiled and shared at a future meeting.

8. Community Foundation Fund Review

Rebecca provide an update on funds held in the Community Foundation Fund and preparations for the 2017 fund disbursements. Rebecca recommend reimbursing all fund holders the .63% admin cost-recovery fee for 2017.

Motion to reimburse all fund holders the .63% admin cost recovery fee for 2017 and support a \$1000.00 threshold for each community fund balance under which the recovery fee will not be charged approved by consensus.

The group also supported Rebecca to pursue fund accounting software solutions if and when significant donations to the Community Foundation Fund are received.

9. Coastal Family Resource Coalition (CFRC) update

Faye explained that the CBT began to administer the CFRC in 2017 and agreed to evaluate and report on this arrangement after a one-year term. She re-introduced the CFRC, explaining its mission and model, noting how monthly meetings rotate through communities and are open to any community member or organizational representative. She explained the CFRC priority areas and the top regional health priorities.

Brooke spoke to her role as CFRC Literacy Coordinator, noting how the literacy focus is largely upon Nuu-chah-nulth language and has resulted in the formation of an active language committee, as well as “language nest” programs in local schools and Nuu-chah-nulth communities. She explained that the funding received has been enough to seed the programs, but not fund them entirely. She noted that 2019 is the UN Year of Indigenous Languages and that the UN has declared that literacy a basic human right. She spoke about the West Coast Language Gathering and how it is growing with students from all communities coming.

Motion to renew the enclosed ad-hoc committee policy for a two-year term approved by consensus.

10. Sustainability and the Biosphere presentation

Laura presented an overview of the course she instructed for graduate students of the Royal Roads University, which explores the disrupted socioecological systems in the region and the implications of disruption. She explained the history of the course, which was previously offered in Hitacu and Ucluelet. This year it was hosted in Ahousaht traditional territory, co-instructed with Dr. Marlene Atleo and Pawa Hayupis

She explained the objectives of the course, speaking to the importance of the relationships between humans and with ecosystems that are integral for building resilience and healing. She noted that this subject matter is difficult to teach in classrooms but in communities the learning opportunities are abundant and spontaneous.

Another goal of the course was to bring value to the community, with over \$16K flowing to Ahousaht communities, through hospitality and transportation fees, as well as through fair payment to knowledge-holders. She noted that this complements the non-financial value the course brought through relationships and dialogue.

11. Students on Ice delegate presentation – Mark Frank-Perry

Maaqtusiis Secondary School student and Ahousaht youth Mark Frank-Perry participated in the Students on Ice arctic expedition between August 8-23, co-funded by CBT and David and Jacquie Manning. He shared the best of his trip photos and stories. Afterwards, with his family, he presented gifts to thank the CBT and the Mannings.

12. New Business

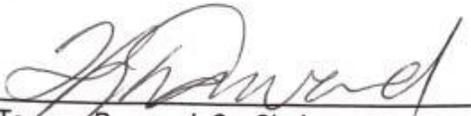
There was no new business.

Ruth Charleson excused herself to catch her water taxi. Without quorum, the group postponed the scheduled in camera discussion.

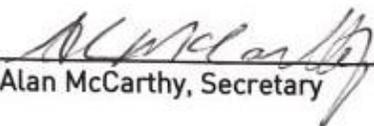
13. Adjourn

Motion to adjourn carried by consensus.

I hereby certify these minutes to be true.



Tammy Dorward, Co-Chair



Alan McCarthy, Secretary