

**CLAYOQUOT BIOSPHERE TRUST SOCIETY**

**ANNUAL GENERAL MEETING**

**Draft Minutes**

**Thursday, June 14, 2018**

**12:30 p.m – 2:00 p.m.**

**Long Beach Lodge, 1441 Pacific Rim Hwy, Tofino, BC**

**Present:** Tom Campbell, Rebecca Henn, Ariane Batic, Tammy Dorward, Naomi Mack, Cathy Thicke, Hannah Nicholls, Ashley Ireland, Alan McCarthy

**Advisors:** Kendall Woo, Denise Koshowski, Janine Beaudoin, Mary Spurr, Renee Wissink

**Staff:** Rebecca Hurwitz, Colin Robinson

**Guests:** Ben Capps (phone), JP Harrison, Jacqueline Chamberland, Jenn Bauer, Janine Croxall

Tammy Dorward welcomed the group to Tla-o-qui-aht territory and introductions were made around the table.

The meeting commenced at 12:35 p.m.

**1. Approval of Agenda**

**Motion to adopt the agenda approved by consensus.**

**2. Approval of Minutes of the Previous Meeting**

**Motion to approve the minutes of the 2017 annual general meeting approved by consensus.**

**3. 2017 Annual Report**

Cathy Thicke, Tammy Dorward, and Rebecca Hurwitz spoke about the 2017 annual report, briefly reviewing the design and writing process, and thanking staff for their contributions.

**Motion to approve the 2017 annual report as presented by the co-chairs approved by consensus.**

#### **4. Report of the Fund Manager**

JP Harrison presented report on the 2017 CBT investment portfolio performance. It was noted that interest rates are rising signaling the possibility that the economic cycle is moving into a late stage. JP presented on Impact Investment Strategies and outlined several Genus Impact Investment products relevant to community foundations.

**Motion to receive the report of the fund manager approved by consensus.**

#### **5. Report of the Auditor on the Finances**

Ben Capps presented the 2017 financial statements and audit by phone.

**Motion to receive the financial statements of the Society for the fiscal year ended December 31, 2017, together with the report of the auditors approved by consensus.**

#### **6. Appoint Auditor**

**Motion to approve that Smythe Chartered Accountants be re-appointed the auditors of the Corporation to hold office until the close of the next annual general meeting of the members or until a successor is appointed, at such remuneration as may be fixed by the directors, and the directors are hereby authorized to fix such remuneration approved by consensus.**

#### **7. Appoint Legal Counsel**

**Motion to approve that Norton Rose Fulbright Canada LLP be re-appointed the solicitors for the Society approved by consensus.**

#### **8. Annual Report**

**Motion to file the annual report within 60 days of the June 14<sup>th</sup> Annual General Meeting approved by consensus.**

#### **9. Public Comments and Questions**

Kendall Woo asked to confirm for the record that CBT is still a charitable organization in good standing with the CRA. Rebecca confirmed this, and noted that this can be confirmed at any time by a search on the Charities Directorate website.

#### **10. Adjourn**

Motion to adjourn approved.

Meeting adjourned at 2:15 p.m.

I hereby certify these minutes to be true.

  
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Tammy Dorward, Co-Chair

  
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Alan McCarthy, Secretary