

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES

Thursday April 18, 2019
2:00 – 4:30 p.m.

Upstairs Boardroom, Cixwatin Centre, 700 Wya Road, Hitacu

Present: Cathy Thicke, Ruth Charleson, Hannah Nicholls, Ariane Batic, Elyse Goatcher-Bergmann, Rachael O'Callahan, Geoff Lyons, Tom Campbell, Renee Wissink, Alan McCarthy, and Anne Mack, Heidi Reinikka

Staff: Rebecca Hurwitz, Nicole Gerbrandt, Faye Missar, Laura Loucks

1. Welcome and Introductions

Cathy shared an Indigenous word of the meeting from Australia.

2. Consent Agenda

Motion to receive the resignation of Ashley Hawker effective March 28, 2019 approved by consensus.

Motion to approve the consent agenda approved by consensus.

Motion to direct staff to review and update the financial policies and procedures approved by consensus.

3. Director updates

This was an opportunity for Directors to provide a 2-3 minute update on items that relate to the CBT. Directors were reminded to be brief and emphasize the connection to CBT activities.

4. Alternate At-Large Director Selection Committee Report

The directors representing the District of Tofino, District of Ucluelet, and Alberni-Clayoquot Regional District Area-C recommended Elyse Goatcher-Bergmann to the position of alternate at-large director.

Motion to appoint Elyse Goatcher-Bergmann as Alternate At-Large Director effective April 18, 2019 approved by consensus.

5. West Coast N.E.S.T. update

Nicole Gerbrandt, education coordinator, presented an overview of the West Coast NEST 2018 activities and plans for 2019.

6. Nuuchahnulth Education and Training Program

Staff are seeking support for a NETP Special Projects application to purchase and coordinate the delivery of Critical Incident Stress Management training. Training will be provided by the Justice Institute of British Columbia and will take place in fall 2019 in Yuułuʔiłʔatḥ and other communities to be confirmed.

Motion to support the Nuuchahnulth Employment & Training Program Special Projects application to coordinate Critical Incident Stress Management training, and that the Clayoquot Biosphere Trust support this project through its duration approved by consensus.

7. Fish for the Future Deed of Gift

Rebecca presented the draft deed of gift for a new donor-advised fund.

Motion to approve the Fish for the Future deed of gift as presented approved by consensus.

8. Australian Biosphere Conference Report

Cathy shared the highlights from her attendance the inaugural Australian Biosphere Conference held March 13-15, 2019.

9. Biosphere Research Award Recommendation

Laura provided an overview of the of the Technical Review Committee process and their recommendation that the 2019 Biosphere Research Award be granted to the Residency and Habitat Use of Migrating Shorebirds in Tofino, BC", project submitted by Mark Maftei, Raincoast Education Society; and partners Pacific Rim National Park Reserve and Environment & Climate Change Canada.

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

10. Vital Grant Recommendations

Staff presented an overview of the Vital Grants process and the resulting 2019 Vital Grant recommendations. Initiated in 2018 to address regional priorities and complex sustainability challenges, these larger grants aim to support meaningful collaboration between organizations, communities, and cultures and must include a minimum of two

project partners. CBT staff reviewed all project proposals with the Vital Grant evaluation criteria and approved two projects to move forward to stage II review process. CBT's Community Development Committee members reviewed proposals on-line with the Vital Grant application evaluation criteria. The committee has recommended the Child and Youth Grief Support application by the Pacific Rim Hospice Society and partners; and the Warriors: Connecting Through Cabins 2019 application by the Yuułu?it?atḥ Government and partners.

Motion to approve the 2019 Vital Grant recommendations and the resulting next steps approved by consensus.

11. In camera - Executive Director Performance Review

The board reviewed Rebecca's job description and performance evaluation framework. Directors were given an opportunity to provide input and invited to send input via email until April 30. Geoff Lyons agreed to collate the results and meet with Rebecca to discuss, also taking her self-evaluation into consideration.

Rebecca also provided a copy of the 2016 ED job description and an updated job description for board review.

Recommendations will be brought to the board at the May 9th meeting.

12. New Business

No new business.

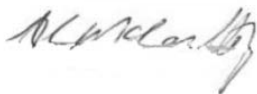
13. Adjourn

Motion to adjourn.

I hereby certify these minutes to be true.



Cathy Thicke, Co-Chair



Alan McCarthy, Secretary