

CLAYOQUOT BIOSPHERE TRUST
BOARD OF DIRECTORS MEETING
DRAFT MINUTES

Thursday, October 21, 2021
1:00 – 3:00 p.m.
By video conference

Present: Naomi Mack, Nicky Ling, Mike Davis, Elyse Goatcher-Bergmann, Toni Buston, Zoltan Schafer, Tom Campbell, Jacynthe Amyot, Kendall Woo

Staff: Rebecca Hurwitz, Colin Robinson, Tsimka Martin, Faye Missar

Nuu-chah-nulth word of the meeting: Naomi shared the words m̓álaama hitaas, meaning, “it’s cold out.”

Policy of the meeting: At-large selection process, reviewed around the discussion of selecting the next at-large alternate director.

1. Welcome and introductions

Nicky called the meeting to order and welcomed the group.

2. Consent agenda

- a. Approval of the agenda
- b. Board of Directors meeting minutes September 16, 2021
- c. Executive Committee meeting minutes October 7, 2021
- d. Executive Director Report
- e. Financial Reports
 - i. CBT balance sheet Sept. 30.21
 - ii. CBT income statement Sept. 30.21
 - iii. CBT all funds balance sheet Sept. 30.21
 - iv. CBT all funds income statement Sept. 30.21
 - v. CBT community endowment funds balance statement Sept 30.21
 - vi. CBT community endowment funds income statement Sept 30.21
 - vii. CBT Operating Fund actual to budget Sep.30.21

Motion to approve the consent agenda.

3. Director updates

Directors provided a 2-3 minute update on items that relate to the CBT.

4. Auditor resignation

Ben Capps, Smythe CPA, will no longer be servicing the west coast and has indicated that the CBT should have a new auditor in place for the coming year end. Verena is drafting a request for proposals with the goal to bring a recommendation to the board at the December meeting. She reached out to other community foundations on Vancouver Island who have recently found new auditors and received recommendations for a few firms. She invited directors to express an interest in participating in the selection process. Zolie mentioned he has experience hiring auditors and can help.

5. Signing authority

Following Naomi's appointment to the Executive Committee staff require a motion to add her to our list of authorized signers.

Motion to add Naomi Mack as a signing authority and maintain Ruth Charleson, Nicky Ling, Mike Davis, and Rebecca Hurwitz as signing authorities carried by consensus.

6. Alternate at-large director selection committee report

Nicky reviewed that Hannah Nicholls has resigned as at-large direction with the recent arrival of her baby. Hannah was nearing the end of her maximum 8 years with the CBT.

As per bylaw 2.3, the District of Tofino, Ucluelet, and ACRD members (the selection committee) established an open process for selecting a new appointee. As a first step, the committee recommends appointing Elyse Goatcher-Bergman as the at-large director. Elyse was appointed the at-large alternate in April 2019 and has been a dedicated and interested member. This is in keeping with the spirit of the alternate appointments as supporting succession planning.

The at-large alternate position was posted on our website, social media, and newsletter. Rebecca also reached out to folks that had previously expressed interest. The CBT received two expressions of interest. The committee met on October 19th and will recommends that Brett Freake be appointed as At-Large Alternate.

Motion to approve the appointment of Elyse Goatcher-Bergman as At-Large Director carried by consensus.

Motion to approve the appointment of Brett Freake as At-Large Alternate Director carried by consensus.

Tsimka Tlii-iik Martin and Faye Missar joined the meeting.

7. Coastal Family Resource Coalition

The CBT has been administering and coordinating the Coastal Family Resource Coalition (CFRC) for four years. Faye and Tsimka introduced themselves and presented a summary of the recent CFRC activities including literacy coordination. CFRC is funded by Island Health, Alberni Clayoquot Health Network, Ministry of Children and Family Development, CBT, and BC Community Response Network.

Faye presented a review of the CFRC noting it was formed after public funding cuts to reduce competition and increase coordination among regional health and social service providers. The table has focused on sharing information, resources, and build relationships while reducing duplication of services to improve overall health of communities. CFRC meets monthly. CBT was always an active member and provided core funding. In 2017, the CBT began serving as the administrative and financial host of the organization and many collaborations between CBT and the coalition network members have happened, including the Coming Together Forum, Living Wage, and Vital Signs Report.

2021 has brought 9 meetings so far, and community health priorities identified and discussed have been:

- Dispersed campers and increase of crisis supports (following backroads closure)
- Lack of GP in Ahousaht and HSC
- No psychiatry services
- Non-medical medical health and home supports (but we've been approved west coast for better at home support) – coalition has been involved in networking around this
- Transportation
- Social inclusion
- Accessibility (physical)
- Police violence against Indigenous and different abled
- Racism
- Emergency youth housing
- Harm reduction for youth
- Parenting supports
- School safety

The coalition identifies these priorities and then facilitates action to address them. One way they do this is through working groups: child and youth, harm reduction, and early years. Faye then reviewed a range of responsive special projects currently incubated/facilitated by the coalition.

Tsimka then presented about her work advancing NCN literacy as the Literacy Coordinator through the CFRC. She explained a few projects she's been working on:

- Nuuchahnulth sticker project – family language learning
- Nuuchahnulth Language Committee
- Working with Eat West Coast on film projects around language and food

Tsimka and Faye reflected on the nature of this work and explained that this is a really important time for language.

Tom Campbell joined the meeting. He provided an update on how things are going in Ahousaht these days.

8. 2022 Strategic Business Planning

Rebecca noted that staff are beginning to plan and budget for 2022. While many activities will carry forward, key items for consideration include the Biosphere Centre development, recommendations from the periodic review, director feedback on education award program development, changes in grant-funded projects such as the DFO project, and new funding opportunities. Rebecca presented highlights before opening the table for the board to provide input on priority actions for the coming year before staff move into more detailed planning.

Rebecca started by sharing the CBT Theory of change, summarizing the values that connect us, the actions that move us, and the outcomes where we are going together. Comments and questions:

- Mike: Decolonization and equity pathway; what are the backgrounds and motivations for each project and what flexibility do we have to change them? Where are we locked in and where are the opportunities for decolonizing?
- There will be debrief sessions coming out of Decolonize First for action planning
- Toni: Priorities from CFRC – how is CBT meeting those community-determined priorities?
- Nicky: Increased youth involvement – definitely a stated CBT priority
- Elyse: continuing conversations with the Nations and making granting work better

9. Adjourn

Motion to adjourn carried by consensus.

The next CBT Board meeting will be held Thursday, December 9th by zoom.