

CLAYOQUOT BIOSPHERE TRUST  
BOARD OF DIRECTORS MEETING  
DRAFT MINUTES

Thursday, December 9, 2021  
10:00 – 12:30 p.m.  
By video conference

**Present:** Nicky Ling, Naomi Mack, Mike Davis, Brett Freake, Zolie Schafer, Elyse Goatcher-Bergmann, Toni Buston, Tom Campbell, Jacinthe Amyot, Hayden Seitcher, Ricardo Manmohan, Ray Haipee.

**Staff:** Rebecca Hurwitz, Colin Robinson, Erika Goldt

Nuu-chah-nulth word of the meeting: Naomi shared the word/phrase: ʔuuyʔukhʔi, which translates to “take care, be careful, be safe.” She also shared the word yukʔiiqsu, referring to the name of the moon in December, “younger sibling moon” (January is “older sibling moon.”

Welcome and introductions were made and we held some “zoom roulette” breakout rooms to connect and share about what we’re excited for leading into the holidays.

1. Consent agenda
  - a. Approval of the agenda
  - b. Board of Directors meeting minutes October 21, 2021
  - c. Executive Committee meeting minutes November 30, 2021
  - d. Ahousaht re: board appointment
  - e. Toquaht Nation re: board appointment

**Motion to accept the appointment of Tom Campbell by Ahousaht as director effective November 2, 2021 carried by consensus.**

**Motion to accept the appointment of Noreen Frank by Toquaht Nation as alternate director effective November 18, 2021 carried by consensus.**

**Motion to approve the consent agenda.**

2. Director updates

Directors provided short updates on items that relate to the CBT.

### 3. Warrior Program Fund

Hayden Seitcher, Ricardo Manmohan, and Ray Haipee joined the meeting. They were calling in from Grice Bay about to board boats for Ookmin (Cannery Bay) for a special ceremony with the Hawiith to celebrate the new Warriors cabin built there this summer. Hayden, with support from CBT staff and Ricardo, applied for and received funding to lead the build of a cabin and firepit shelter to facilitate inter-generational land-based healing and youth development.

Rebecca, Ricardo, Hayden and Ray shared the history of CBT's granting and logistically supportive relationship with the Warrior program, presented the terms of reference for a new internally designated fund, the Warrior Program Fund. The purpose of the fund is to support the Nuuchahnulth Warrior Program to provide resources and training opportunities in the Clayoquot Sound Biosphere Region that support healthy youth development and empowerment and to allow youth to travel for Nation to Nation training opportunities.

The fund allows the Warriors program to receive and hold funds from donors and other sources until they're ready to be used, without having to incorporate as their own organization with a bank account. It minimizes administrative burden and allowing their energy to be focused where it's needed most: front line programming. The draft terms of reference have been reviewed by CBT's lawyer and will be presented for approval.

**Motion to approve the establishment of the Warrior Program Fund as detailed in the terms of reference carried by consensus.**

### 4. Debbie Mundy Fund

Rebecca presented the terms of reference for a new internally restricted fund. The purpose of the fund is to provide a scholarship to Nuuchahnulth participants in the Leadership Vancouver Island (LVI) program in honour of Debbie Mundy. Rebecca spoke to Debbie's contributions to her community and to the LVI program. The draft terms of reference have been reviewed by CBT's lawyer.

**Motion to approve the establishment of the Debbie Mundy Fund as detailed in the terms of reference carried by consensus.**

### 5. Auditor Appointment

The CBT recently issued an RFP for auditing services and three proposals were received. Verena, Rebecca, and Zolie have reviewed the proposals, conducted follow up interviews and reference checks. They recommend that Chan Nowosad Boates be

appointed auditor. The Vancouver Island-based firm has strong community values, is familiar with our accounting software, and have provided a very reasonable estimate of hours and fixed fees that includes a non-profit discount.

**Motion to appoint Chan Nowosad Boates CPA 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.**

#### 6. Equity Pathway and 2022 Planning Update

Rebecca shared an update on the recent equity pathway learning, background, and proposed next steps. She reviewed the more recent (2017 onward) steps that have led CBT to where it is today in pursuit of equity and decolonizing its work, including the Philanthropic Community's Declaration of Action on reconciliation, the Hišinq'wiił regional gathering, and the 2020 Periodic Review in which several regional NCN communities directed CBT better serve their communities by increasing alignment with community realities, and naming discomforts that arise through decolonial conversations. She then summarized the Decolonize First Workshops, which provided helpful frameworks for decolonizing on personal, community, and organizational levels. The workshops were followed by debrief sessions that set targets for more tangible CBT activities and changes to the planning process.

The granting program will see several changes. Vital Grants will provide an opportunity for CBT to show up in reciprocity with past grantees and discuss how the projects went, with further funding offered to projects to continue work and further discussions on improving this type of granting. Funds from Vital Grants budget will also support offering Decolonize First again to more regional organizations and grantees.

Committees will also be directed to experiment with equity-lens granting, trying out new approaches like oral applications, and more.

Mike, Elyse, and Nicky all shared reflections on the Decolonize First workshop, with key themes were the important and challenging nature of the conversations, and clarity that CBT must continue growing and changing in this direction in order to fulfill its community mandate.

The 2022 business plan will be presented at the January board meeting, as significant changes to activities and granting are being made this year in pursuit of breaking the status quo and prioritizing equity through a decolonial lens.

## 7. 11:50 Eat West Coast

Erika Goldt, Eat West Coast (EWC) coordinator, will provided an overview and update on the regional food security initiative of the CBT. She explained that:

- EWC is an “Island Food Hub” administered by CBT and funded by Island Health alongside a number of similar food hubs promoting food security and food sovereignty on Vancouver Island
- She explained how food connects all the mandates and core priorities of CBT and because it is so intersectional, it doesn’t always have a “home”... EWC exists to be this intersectional home/hub for regional food security work
- Initially, the funding was allocated by regional district, but this past year it was recognized that coastal ACRD is a vastly different context from the Alberni Valley and full funding was extended (\$15k/year) for coastal ACRD
- This (combined with other funding developments) has allowed Erika to come on as a salaried staff member at CBT 2 days per week, increasing stability and impact for program, as before she was limited to a contractor arrangement
- Erika noted the functions of EWC: providing grants and support for local food organizations, being a networking hub (connecting resources and people), and providing programming that promotes healthy access and connection to food.
- She also spoke to the ACRD Coastal Agriculture Roundtable, now being led by EWC, a standing advisory committee to the ACRD Board; it is focused on bringing together people and resources to expand food production activities on the west coast

## 8. New business

Other items discussed throughout the meeting that were not already on the agenda included the CBT Holiday Giving Catalogue, and the 2021 Fall Neighbourhood Small Grants. The Giving Catalogue is a collaborative regional fundraising campaign where donors can browse regional charities and CBT funds in a single web location and then make donations to multiple charities, via CBT. Neighbourhood Small Grants focused on culture, particularly Nuuchahnulth culture this year, and over half the 28 applications were from NCN community members, including 9 projects in Ahousaht.

## 9. Adjourn

**Motion to adjourn carried by consensus.**

The next CBT Board meeting will be held Thursday, January 27<sup>th</sup>.