

# Chinook Community Forest

PO Box 969 Burns Lake, BC V0J 1E4

Date: July 4, 2017

Location: Kee-oh Lodge

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## Board Meeting Minutes

Present: Ken Nielsen, Barry Elliott, Louise Fisher, Miles Fuller, Lloyd Adams

Teleconference: James Rakochy, Adele Gooding

Absent: Shannon Haizimsque, LBN Director

Meeting called to order: 9:40

**1. OPENING PRAYER**

Opening prayer was not said.

**2. REVIEW OF PREVIOUS MEETING MINUTES**

Previous minutes were adopted with the following changes: correction in Barry Elliott's name, and that in the last motion of the minutes the names Chinook Community Forest Ltd be changed to Chinook Comfor Limited; and that the name Chinook Community Forest LP be changed to Chinook Comfor Limited Partnership. Minutes were accepted with revisions.

**3. AGENDA REVIEW ADDITIONS AND DELETIONS**

No changes were made to the agenda.

**4. OLD BUSINESS**

**A. AGENDA TEMPLATE** – The new agenda form will be uploaded to one drive next week.

**B. BUSINESS CARDS** - The cards have not been ordered, though CCF has received an invoice. The cards will be ordered after the AGM and invoice paid accordingly.

**C. GENERAL MANAGER CRITERIA** – GM criteria from other community forest organizations was circulated.

**D. GENERAL MANAGER POSITON** –The motion to accept GM criteria will be made at a special meeting held on July 13<sup>th</sup> 6:00 at the Key-oh Lodge. This meeting will be held just prior to the auditor's meeting. The GM position will not be advertised until the Board approves the criteria and the application deadline will change to August 22<sup>nd</sup>.

**5. WEB PAGE** – Ron Zayac demonstrated Chinook's webpage. He requested that the Board let him know of any corrections. The launching of the webpage will be announced at the AGM.

#### 4. OLD BUSINESS – continued:

- E. BURNS LAKE BAND LEASE – The property requires land surveying prior to leasing.
- F. LOW VOLUME TIMBER LICENSE – no movement has been made on low volume.
- G. DONATION FUNDING CRITERIA – the criteria for funding was clarified to not include any organization that was not for profit. The funding committee was requested to read Chinook's policy on funding. The inclusion of sponsorship as part of Chinook's funding was tabled. The committee reported that the following funding was approved: \$3000 to the Rotary Club for work on the Rod Reid Trail; \$500 to the Burns Lake Team Ropers for cattle panels; \$1000 to the Business Excellence Awards (50/50 share with BL Comfor).
- H. GM POSITION – The Board was accepting of the criteria as presented. The entire Board will be on the interview committee, unless a director declines.

#### 6. MATTERS FOR DISCUSSION

- A. GOVERNANCE TRAINING – A discussion regarding governance training was held and Chinook will ask Susan Mulkey from BCCFA to provide the training.
- B. OFFICE BUILDING – A discussion was held regarding Chinook's future office. The Board discussed proposals from Heartland, Britco and Pineridge. Comparisons were discussed between the leasing of Burns Lake Band's property and renting from Burns Lake Comfor. The Board requested more information from Burns Lake Comfor about the costing of renting one office space for approximately one year. Discussion of this item will continue at our July 13<sup>th</sup> meeting.
- C. CONTRACTS: The Board reviewed contracts and moved to accept them from **Burns Lake Comfor ...or Babine** that were modified to apply to Chinook Comfor.
- D. LBIS PROJECT FUNDING – Chinook was successful in obtaining \$26,000 funding for land based investment. A direct award contract of \$20,000 will be made.
- E. LIDAR – Fraser Lake Community Forest will cost share the flying portion of LIDAR. Chinook has paid out \$17,000 to LIDAR, and data should be provided by September 2017. There is a need to introduce the research project staff at UNBC to the LIDAR staff.

#### 7. NEW BUSINESS:

- A. 2017/2018 BUDGET – The budget was presented and a discussion was held.
- B. AGM – will be held July 26<sup>th</sup>, 7:00 pm at Margaret Patrick Memorial and if that space is not available, it will be held at Skin Tyee Band Office. A public open house will be held separate from the AGM.

Adjournment: 2:42

Next meeting: July 13th, 2017

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Ken Nielsen, President

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Date

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