

# Chinook Community Forest

PO Box 969 Burns Lake, BC V0J 1E4

Date: Sept 11, 2017

Location: Kee-oh Lodge

---

## Public record of Meeting

Present: Ken Nielsen, Barry Elliott, Louise Fisher, Miles Fuller, Lloyd Adams, Dianne Evans, Shannon Haizimsque, Debbie West

Teleconference: Adele Gooding

Absent: James Rakochy

Meeting called to order: 9:08

**1. OPENING PRAYER**

Opening prayer was said.

**2. REVIEW OF PREVIOUS MEETING MINUTES**

Previous minutes were adopted with the clarification that Ken Nielsen, Acting Manager was going to work from his home, but it was changed to where he worked from the Chinook Office in BL Comfor.

**3. AGENDA REVIEW ADDITIONS AND DELETIONS**

Branding, General Manager Review, and Salary Research were added to the agenda.

**4. NEW BUSINESS**

**A. DONATION POLICY – were discussed and reviewed by the Board.**

The Board accepted the Donation Policy, Contribution Agreement, Application template and Evaluation Criteria and Program Guidelines.

**B. SAFETY POLICY AND DISCIPLINE POLICY –These policies were reviewed and will be discussed again at our next meeting.**

**C. FIREWOOD – the donation of firewood to the unit holders will be discussed annually. And CCF will donate one logging truck of firewood to each unit holder this year.**

**D. TRAINING – A discussion was held regarding training. CCF is currently training 2 First Nation's workers now in layout. CCF will investigate group training and partnerships with Chinook. The training must be offered to all unit holders.**

**E. PRELIMINARY BUDGET- The Board reviewed and discussed the preliminary budget as presented.**

- F. **BRANDING** – A discussion was held regarding the branding of CCF. There will be a branding committee who will work with the acting manager.

#### 4. **OLD BUSINESS**

- A. **E-Vote Policy** – A policy was sent out for the Board to review.
- B. **SIGNAGE** – The Board will pursue the creation of a sign to a budget limit of \$500. There has been a donation of wood for the sign.

#### 5. **CORRESPONDENCE**

- A. **Ashcroft And Company letter** – a letter has been sent to the Inspector of Municipalities in regards to the changing of CCF's articles.

#### 6. **REPORTS**

- A. **Safety update** – no accidents to date.
- B. **GM Report** - was accepted and is an addendum to these minutes.

#### 7. **IN CAMERA**

- A. **GM POSITION** – Candidates will be contacted to set up an interview time.

Adjournment: 1:05