



McBride Community Forest Corp.
Board of Directors Meeting Minutes February 22nd, 2017

In Attendance: Chair Joseph Rich
Director Lorraine Martin, Secretary
Director Bryan Monroe, Vice- Chair
Director Dutch Molendyk
Director Kevin Taphorn, Second-Vice
Wes Bieber, absent
Jeff McWilliams, Interim Manager
Susan Mulkey, (by phone, Susan left the meeting at 7:33 pm)
Isabell Hanford, Guest

Chair Rich called the MEETING TO ORDER at 7:06 pm.

1st Introduction of Late Items:

Email Decision Making Policy under Unfinished Business, 6 (f).

2nd Approval of Agenda:

Motion to approve the agenda, as amended. Moved and seconded by Directors Martin and Monroe. Carried.

3rd Reading and Approving of the February 6th, 2017 Minutes:

Motion to approve the February 6th, 2017 Minutes as presented. Moved and seconded by Directors Martin and Molendyk. Director Monroe opposed. Carried.

4th Directors Reports:

Respectful Communication: Chair Rich provided the board with reminder on being respectful of other's opinions

Director Taphorn noted the Horseman's Association submitted their request. Looking for Club Site by MacIntosh and had met with Jeff. Jeff to provide update.

Director Martin also noted the Mountain Bike Club had submitted a request.

5th Committee Reports: none at this time

6th Unfinished Business:

a. Appointments to Committees:

- (a) **Operations Committee:** Directors Taphorn, Molendyk and Monroe and Jeff as GM or interim.
- (b) **Finance Committee:** Directors Rich, Martin and GM or interim.
- (c) **Governance Committee:** Chair Joe Rich, Directors Martin and Monroe and Susan.

Terms of Reference for Committees: Discussion occurred on the draft Terms of Reference provided by Susan. Motion to table the Terms of Reference until next meeting. Moved and seconded by Martin and Monroe. Carried.

Action Item: Susan to provide final version.

Motion to appoint Directors Taphorn, Molendyk and Monroe and the GM to the Operations Committee. Moved and seconded by Directors Taphorn and Molendyk . Carried.

Motion to appoint Chair Rich, Director Martin and GM to the Finance Committee. Moved and seconded by Molendyk and Taphorn. Carried.

Motion to appoint Chair Rich, Directors Monroe and Martin and Susan to the Governance Committee. Moved and seconded by Directors Taphorn and Molendyk. Carried.

- b. **KPMG Opinion:** Motion to move the KPMG file to the Governance Committee. Moved and seconded by Directors Molendyk and Monroe. Carried.
- c. **Scholarship: Action Item:** Discussion occurred around some criteria. Motion to forward the Scholarship criteria to the Governance Committee. Moved and seconded by Director Monroe and Chair Rich. Carried.
- d. **Email Accounts for Directors:** Almost everyone still having problems logging on.
- e. **MCFC Mail Box: Action Item:** Jeff to follow up with staff on status of new mail box.
- f. **Email Decision Making Policy:** Action Item: Director Martin to forward notes to Susan for follow up at next meeting.

7th New Business:

- a. **Requests from Roy Howard and the Robson Valley Mountain Bike Association, (dealt with together):** Motion to table until the next meeting. Moved and seconded by Directors Monroe and Chair Rich. Carried.

Action Item: RVMBC, Director Martin to speak with staff regarding donation of logs, similar to what was done for the Ancient Cedar Forest and report back. Criteria being developed by Finance Committee. Example being sent.

- b. **Horseman's Association:** Jeff updated the BOD that they are in an official process for formal designation through Front Counter BC. They will keep the dialogue on-going.

c. **Letter from Municipal Advisor: Action Item:** forward to Susan (she's probably already looked for most of items. Jeff and staff will look for remainder.

d. **Server:** On Jeff's plate.

9th Motion to recess the regular Board of Directors' meeting and go In-camera under Labour, Law, Freedom of Information and 3rd party information at 9:22 pm:

Moved and seconded by Directors Taphorn and Martin. Carried.

10th In-Camera:

Motion to adjourn the In-Camera meeting at 10:26 pm. Moved and seconded by Directors Martin and Molendyk. Carried.

Motion to reconvene the regular Board of Directors' meeting at 10:27 pm. Moved and seconded by Director Molendyk and Chair Rich. Carried.

Motion to adjourn regular Board of Directors meeting at 10:28 pm. Moved by Chair Rich at 10:28 pm.

Next Meeting: March 8th, 2017 at 7 pm. Other committee meetings should be scheduled before then.