



**McBride Community Forest Corporation**

**Minutes of the Board of Directors' Meeting May 24, 2017**

**Meeting 7:00 pm**

Chair Rich called the MEETING TO ORDER at 7:00 pm.

**In Attendance:** Chair Joseph Rich  
Director Dutch Molendyk  
Director Kevin Taphorn  
Director Harold Edwards  
Interim Manager, Jeff McWilliams  
Interim Manager, Wes Bieber  
MCFC Admin Asst., Tovi Thiel

**1) Introduction of Late Items:**

- a) Director Taphorn requested that the GM clarify the definitions of some of the accounts in the 2016 financial statements. Added as new business (k).

**2) Approval of Agenda:**

- a) Motion to approve the agenda for the May 24, 2017 meeting as amended.  
**Taphorn/Molendyk**  
**Carried.**

**3) Reading and Approving of the Jun 13, 2017 Minutes:**

- a) Motion to approve the amended minutes of the April 12, 2017 board meeting as presented.  
**Rich/Molendyk**  
**Carried.**

b) Motion to approve the minutes of the May 15, 2017 board meeting as presented.

**Taphorn/Molendyk**

**Carried.**

#### **4) Directors Reports:**

a) Director Taphorn:

Suggests an annual (or semi-annual) meeting between the GM and BOD and the logging contractors and mills to discuss plans and discuss opportunities for improvement. There was a general discussion about and support for this idea. Jeff suggested a tentative first meeting date for early fall.

b) Chair Rich and Director Edwards:

Both have been attending McBride Transition Team Meetings relative to the BKB mill fire. A summary of the objectives of the process and the general progress to date were provided to the BOD and managers.

#### **5) Motion to recess the regular BOD meeting and go in-camera under Labour, Law, Freedom of Information and 3<sup>rd</sup> party information:**

a) Motion to recess the regular BOD meeting and go in-camera under labour, law and freedom of information.

**Taphorn/Molendyk**

**Carried at 9:47pm.**

#### **6) Committee Reports:**

a) Operations Committee:

Jeff summarized the key items discussed at the June 13, 2017 which were;

- Update on fate of Deck 3 on BKB property: was cedar s/l for local sales with some off-grade. Processed and generated 1 load of grade 4 which was sold to Cedar3.
- Update on operations: Crazy to start road building and logging in Blk 33 and road building in Blk 35 (to fulfill contract for 2017). Site Plans and prework meeting to be completed before start-up. Harvesting to resume in Blk 23 as weather permits. Cedar3 still okay for supply.
- Inventory Project Update: total project budget is ~\$185. Aerial photography is ~\$35k of this. Currently MCFC is ready to apply for Rural Dividend funding for up to \$100k towards the project but gov't in limbo so no approval coming in short term. We would like to get the photos done this summer as they will be

useful even if the inventory project is delayed. Jeff and wes to finalize a proposal to bring to the board asap.

- BKB re-build update: Jeff summarized yesterday's meeting with FLNRO and Dunster and Valemont CF managers. There is likely enough supply in the Robson Valley to support a re-build. MCFC cannot do alone. Outside MCFC there are impediments to making supply available and it will take time to break these down. There are lots of interesting ideas being discussed to solve these issues in the longer term.

## 7) Unfinished Business: None.

## 8) New Business:

### a) Changes to BOD;

- Welcome to and orientation for new director Harold Edwards
- Motion for the BOD to write a letter to the shareholder acknowledging the addition of Councillor Edwards to the BOD and the removal of Mayor Martin from the BOD and expressing the BOD's gratitude for Mayor Martin's significant contributions to the governance of MCFC. Jeff to write letter.

**Rich/Molendyk**

**Carried.**

- Update on progress for recruiting a new public member of the BOD

### b) Update responsibilities for the BOD (new secretary, committee membership, ect): In the short term Director Taphorn to replace Lorraine on the governance committee. Motion for the admin assistant Tovi to be the secretary and to use a tape recorder to record meeting minutes.

**Rich/Taphorn**

**Carried.**

- ### c) Update on getting KPMP's opinion on corporate structure: budget is \$7500. Action item: Director Rich to find out from KPMG where things are at.
- ### d) Decision on McBride Community Forest Scholarship essay winner: Action item: Director Edwards to review the essays and make the final decision.
- ### e) Update on MCFC Cedar supply project: Jeff provided an update. First round of maps and areas summaries completed and will be used to seek feedback at public meetings in June. As the inventory is so poor the estimates from this project will only provide broad guidance for helping decide on supply availability for a BKB re-build.

- f) Update on today's meeting with FLNRO and the Robson Valley licensees on Cedar supply to support a potential BKB mill re-build; See comments under Operations Committee.
- g) Update on plans for MCFC open house May 25 from 3 to 7pm at the MCFC offices: Meeting was advertised as a public meeting at the community hall. Jeff has cancelled the hall and put up notices that the meeting is an open house to review plans and will be held at the MCFC office.
- h) Updates on new website design and installing an independent server for MCFC: Susan is coordinating the project with jill doing the programming and tovi providing support. Project is ongoing. Jeff to confirm with susan on a completion date.
- i) Update on plans for new inventory and Timber Supply Analysis. Motion for the BOD to ask the Village to apply for a \$100,000 grant from the BC Rural Dividend Fund for MCFC to complete the new inventory.

**Edwards/Taphorn****Carried.**

- j) Plans for a public meeting in June: Public Meeting will be the evening of June 14. A review of the presentation and key talking points will be done at the BOD meeting on June 13.
- k) Review of account definitions for 2016 financial statements: Director Taphorn wanted clarification on what is included in some of the expense accounts on the financial statements. Jeff provided explanations for some accounts but could not do so for others. Action item: for jeff to find out from KPMG what is covered by each account. Director Taphorn also asked that a review of the financial statements be included on the agenda for every BOD meeting. Action item: Jeff will add this to the monthly agenda template.

**9) Motion to recess the in-camera meeting and reconvene the regular BOD:****Taphorn/Molendyk****Carried at 10:16pm.****10) Motion to adjourn the regular BOD meeting****Taphorn/Molendyk****Carried at 10:20pm.**

**NEXT MEETING – Wednesday, June 13, 2017 at 7pm – MCFC Office:** Director Edwards requested that the MCFC start publicizing the dates for future BOD meetings so that members of the public can request to attend if they wish.