

Wells-Barkerville Community Forest Ltd.

Board Meeting (Open)

February 5, 2018 at 6:00 PM, Wells Municipal Hall

Attendance: Margaret Inoue (Acting Chair); Ian Macdonald; Jerritt Dupilka; Andrew Young, Paul Galliazzo RPF (by teleconference)

Absent: John Massier (Board Chair), and Lorraine Kozar

Guest/s: None

Public Attending: None

1. CALL TO ORDER AND ADOPTION OF AGENDA

- a. The Meeting of the Wells-Barkerville Community Forest Ltd (WBCF) Board was called to order by the Chair at 6:05 PM
- b. Agenda – Moved by Andrew Young, seconded by Ian Macdonald that the Agenda for the February 5, 2018 WBCF Board meeting be adopted as presented.

Passed Unanimously

2. ADOPTION OF MINUTES

- a. Adoption of Minutes from January 8, 2018 Board Meeting

Moved by Andrew Young, seconded by Ian Macdonald, that the minutes of the January 8, 2018 Board meeting be adopted as amended by removing Paul Galliazzo from the list of Board members attending.

Passed Unanimously

3. DELEGATIONS AND PETITIONS: Nil

4. BUSINESS ARISING FROM THE MINUTES / UNFINISHED BUSINESS:

- a. Coffey & Bernath documentation signing
An updated copy of the Annual General meeting documentation was presented to the Board members present for re-signing as the earlier documentation contained date and name spelling errors. The Board members attending re-signed the documentation. Andrew Young stated that the documents would be delivered to Coffey & Bernath shortly for signing by other WBCF Board members before being filed with the Province of BC.

- b. Shareholder / Corporation Contract – Distribution Agreement (Final document to be reviewed by PMT Accountants)

The Board deferred discussion of this item to the March 12, 2018 Board meeting

- c. Insurance for WBCF and Board

Copies of the General Liability Insurance and Directors and Officers insurance documents provided through Hubs International Insurance were presented to the WBCF Board members by Andrew Young.

- d. 2018 Budget discussion

Andrew Young was asked to provide an updated statement of the WBCF bank balance as well as details concerning invoicing by the WBCF of West Fraser Mills (WFM). Andrew Young stated that the current bank balance is around \$75,000 but would provide a more detailed figure for the WBCF Board. He also stated that he would send a copy of the WBCF invoicing to WFM.

Moved by Ian Macdonald, seconded by Jerritt Dupilka that the additional documentation distributed by Margaret Inoue and Jerritt Dupilka including: a draft 2018 Budget, and a summary sheet outlining WBCF Direct Sales data be received for discussion, review and development purposes.

Passed Unanimously

- e. Community Forest Coordinator (posting of position closed Dec 15-2017)

Detailed discussion of this item was tabled for consideration during the Closed Board meeting

5. NEW BUSINESS:

- a. HBS Transmission Report – for reference
- b. Stumpage Billing Notice – for reference
- c. Coffey & Bernath Invoice – December 2017

Moved by Ian Macdonald, seconded by Jerritt Dupilka that the HBS Transmission Report, Stumpage Billing Notice, and Coffey & Bernath Invoice be received for information purposes.

Passed Unanimously

6. COMMITTEE REPORTS: Nil

7. CORRESPONDENCE: Nil

8. PUBLIC COMMENTS: Nil

9. CLOSED MEETING:

At 7:20 pm it was moved by Ian Macdonald, seconded by Jerritt Dupilka that the following portion of this meeting be closed to the public to discuss matters related to:

- i. Sensitive or proprietary matters concerning an identifiable individual or party (i.e. company or corporation) that requires Board discussion; and
- ii. Human Resource or Employment related matters.

Passed Unanimously

10. RECALL TO ORDER AND REPORT:

At 7:40 pm it was moved by Ian Macdonald and seconded by Jerritt Dupilka that the Board recalls the Open meeting to order.

Passed Unanimously

11. NEXT MEETING: Regular Meeting – March 12, 2018 to be confirmed

12. ADJOURNMENT

- a. At 7:45 pm it was moved by Paul Galliazzo, Seconded by Jerritt Dupilka that the WBCF Board meeting of February 5, 2018 be adjourned.

Passed Unanimously