



CCFC Board of Directors

Minutes of Board Meeting – October 15, 2017

Present: Georgina Silby, Bob Tracy, Aaron Ellingsen, Mark Braaten, Corry Dow, John Drew ~ quorum.

Meeting Called to Order @ 7:30pm

Approval of Agenda: Georgina/Mark ~carried

Agenda Items:

- 1. October 5 CFGP Operations Updates posted to CFGP Website**
 - a. **Carrington Management Area Update** - Development of Carrington Management Area access road rescheduled to Sept 2018 and community consultation is essentially complete. We will still work closely with the immediate neighbors regarding this on going project.
 - b. **Announcement of Post Harvest Tour** - Saturday October 21, 10 am: There will be a post-harvest tour of the project completed this past spring in block SQ4 of the Squirrel Cove Operating Area. Meet at the entrance to the area off the public road.
- 2. Meeting with Lone Brown (attended by Mark Lombard, Matt Cuscianna, and Georgina Silby)**
 - a. 1CP (One cutting Permit) covers all activities within the Community Forest tenure for a 4 year period. Makes process easier by eliminating the need to apply separately for each management area. Lone encouraged CFGP to apply for 1CP.
 - b. Correspondence with Ministry of Forests.
 - c. Wildland Urban Interface (WUI) - Management protocols for wildfire prevention within the Community Forest, adjacent to private properties
- 3. Profit Disbursement Policy**
 - a. **Action Corry** - Edit document to adjust categories of eligible funding
 - b. Discussion
 - i. 3 Main categories Community projects, CCFC Needs, Share repayment
 - ii. Percentage allocation by categories.
 - iii. call for proposals to specific needs such as communications manager
- 4. Accountant** - CCFC contacted Mike Pinch from Powell River
- 5. Communications and Public Relations**
 - a. Identified need to improve CCFC and CFGP Websites
 - b. Identified need for a Communications Manager as a contract position.
 - c. Discussion
 - i. CCFC request CFGP to provide a budget and plan for communications

- ii. CCFC produces a Communications Budget and Plan with support from the CFGP
- iii. Upgrade to Websites
- iv. Professional presentation of 5 Year Plan in an accessible and informative format.
- v. Regular written articles
- vi. short video documentaries
- vii. Tell the Cortes Community Forest story. Our story is the most valuable thing we have
- d. **Action CCFC Board** - Make a shortlist of potential candidates for the position of Communications Manager
- e. Need for timely response to all correspondence

6. Role of CCFC, relationship with CFGP and Management

- a. Discussion
 - i. Adjust graphic representation of relationship between CFGP and sister organizations CCFC and KF2LP. Venn diagram showing overlap of 2 sister organizations with CFGP in the central Vesica Pisces
 - ii. CCFC Role of oversight and regulation of management
 - iii. CFGP gives broad authority to management while responsibility ultimately resides with CFGP
 - iv. a detailed 5 year plan with specifics about the organization's values, management philosophy and intended activities will provide a basis for development of trust.
 - v. 5 Year Plan should speak to and inform the community. Explain why choices are made.
 - vi. Support for contracting a Planning Specialist to take the outline provided by management and produce a more readable and informative document. An important element of public relations.
 - vii. Detailed Ground Truthing before and after a harvest provides accountability and documents track record.

7. Motion - Corry/Mark

- a. That the CCFC Secretary will provide minutes to all board members via email, google docs or other appropriate means following each meeting. Any required edits are to be submitted to the secretary within one week, after which time the secretary may publish the minutes on the CCFC website. - **Carried**

8. **Next CCFC Board Meeting** Tuesday Nov 7, 7:00pm, 1215 Seaford Rd.

9. **Meeting adjourned 9pm**