

Dunster Community Forest Society
Directors Meeting
December 18, 2018

Called to order at 1900 hrs.

Present: Larry Stamm, Chuck McNaughton, Ray Thiessen, Donna Hampson, Ray Johnson, Kelly McNaughton.

1. Adoption of Agenda

Motion to accept the agenda. Moved: Kelly, Seconded: Ray J. Carried.

2. Minutes of the November 28, 2018 Meeting: Read.

Motion: To approve the minutes as read. Moved: Ray J., Seconded: Chuck. Carried.

3. Treasurer's Report

Donna referred to her report. The Development costs will be approximately half of what is in the Development Fund. We are looking at net loss in 2019 of \$31,000, but with the Grant Funds from this year taken into account, we are actually going to show a profit. Ray has undervalued the income & over-stated the expenses, to ensure we have a realistic financial view for 2019. Donna is going to inquire of TBJ regarding how much income a Society is allowed prior to some form of tax filing & what is required.

Motion: To do an internal transfer of \$10,000 from our Operating account to the Grant Fund.

Moved: Donna, Seconded: Chuck. Carried.

Donna moved her report. Seconded: Kelly. Carried.

There is approximately \$21,000 owing on GST. Approximately \$60,000 is owing on the inventory. Ray suggests that our operating total is approximately \$140,000 per year, therefore setting aside \$300,000 would cover 2 years.

4. Manager's Report

Ray noted that we are working on & completing tasks undertaken to date. He is in contact with the seed orchard people to resolve the seed issue. He had Seth do surveys on R10 & P4. In the new year, he & Sarah are going to work on a grant proposal to rebuild Tom's cabin -it is due January 23. He is going to look into procuring a gravel pit on C road.

5. Correspondence

a. BCCFA wildfire mitigation survey

Larry let them know that it is not practical for us to get involved in wildfire mitigation.

6. Old Business & Business Arising from the Minutes

a. Newsletter update

It is back from the printers & have been put at the store. It needs to go on the website -format is an issue -Ray T. & Sarah are looking into this.

b. Website maintenance

Vincent is working on this. The notice regarding Community Grants has not been put in as yet.

c. Banking issues (credit card, investments, service)

A meeting was held with Bank of Nova Scotia regarding a credit card for the Manager. The

information requested was provided & we were denied a credit card. More information regarding our Society status was requested by the bank & is being provided. The bank had multiple queries, as we are a Society. Larry reviewed the Society's Act & we are allowed to borrow as needed. Larry spoke with 3 Credit Unions, 2 in Prince George – all signers must come in to sign; there are redeemable & non-redeemable deposits, & a monthly roll-over term deposit; we can do remote deposits. The issue of having an out-of-town account, regarding paying contractors, would lead to a delay in them receiving payment. Another option could be to open a separate account, with a debit card for Ray T. We could have regular banking services with Scotia & have investments with other financial institutions, ie. Credit Union.

Motion: For Larry to initiate investment accounts. Moved: Donna, Seconded: Kelly. Carried.

d. Update of Policy Manual

Larry & Kelly will do.

7. New Business

a. Proposal in lieu of office rent: Take over management of school building & grounds.

Ray T., suggested this. We would take up the application & management of grants. Sarah would do this. It would be some additional activities for the DCFS. The work involved would be covered by grant funds. The DFASS is run by volunteers & the building needs upgrades. The maintenance of the building could be included. The DFASS would continue with activities & building rentals. This idea has not been formally presented to the DFASS. A proposal would have to be made from the DCFS to the DFASS.

Motion: A Board member to attend the next DFASS meeting & initiate a discussion around a management proposal.

Moved: Kelly, Seconded: Ray J. Carried.

Next meeting: The next meeting will be January 16, 2019 at 1900 hrs.

Motion: To adjourn the meeting. Moved: Kelly, Seconded: Ray J. Carried at 2100.

Respectfully submitted,

Kelly McNaughton
DCFS Secretary