

Dunster Community Forest Society
Directors' Meeting
February 19, 2020

Called to order at 1710 hrs.

Present: Larry Stamm, Chuck McNaughton, Ray Thiessen, Donna Hampson, Ray Johnson, Kelly McNaughton, Michaelynn Kyjonka, Seth MacDonald.

BRKH Manager: Tim Haus

Grants Committee: Archie McLean

1. Adoption of Agenda

Motion to accept the agenda as amended. Moved: Donna, Seconded: Kelly. Carried.

2. Minutes of the January 15, 2020 Meeting: Read.

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

Minutes of the Special On-Line meeting February 5 & 6.

Motion: To accept the minutes as read. Moved: Seth, Seconded: Kelly. Carried.

3. Financial Report

Donna referred to her report. There is over \$4200 in income for BRKH. We have a total GST credit of over \$7000. Donna addressed the question of doing a financial review again this year.

Motion: That we engage TBJ Accountants to do our November 2019 Year End Review.

Moved: Donna, Seconded: Michaelynn. Carried.

Donna moved her report. Seconded: Ray J. Carried.

4. Manager's Report

Ray referred to his report. Discussion of presenting the new AAC to the public re time lines. Morgan Bachrach is currently logging for DCFS. Larry excused himself from any interaction related to Morgan Bachrach, related to conflict of interest. Donna excused herself from any interaction related to Morgan Bachrach, related to conflict of interest related to her professional involvement with his company. Sarah has been focused on putting together a Grants bundle for the DFASS. Chuck asked Ray about a possible tour of the new logging in the summer -he will arrange same.

5. Correspondence

a. Request from Jenn Meagher of Rocky Mountain Goat newspaper

Larry received a request for information comparing the climate change impact of Australia vs the Robson Valley re fire safety. He advised her that it is difficult to predict what will happen here along with the differences from Australia & referred her to the website of a government agency dealing with same in the Valley.

6. Old Business & Business Arising from the Minutes

a. Community Grants for 2020

Archie presented. Larry attended the meeting of the committee related to the review of applications. Archie has not received Final Reports from last year -Sarah has been receiving these -these will be passed on to Archie in future. Archie found the assessment sheet useful. Applications received: total \$6800. There is \$5000 allotted. \$5050 awarded. Student bursary for \$750 for Amber Whelpton. Archie requested that a specific amount for future student bursaries be identified & included in the self-assessment sheets. DFASS allotted \$1000 for new chairs. Robson Valley Music Society allotted \$1000 for the Music Festival dependent on last 2 years financial reports being received. Wishbone Theater allotted \$1000 for a new production. The Open Gate Garden for Seedy Saturday was allotted \$300 with the condition that a final report is provided from last year's grant. Valemount Senior Citizens Housing Society requested funding toward a housing complex - ineligible as it is not undertaken in the Dunster area. Dunster Station Museum requested funding for the museum Host funding - allotted \$1000. Student bursaries are not limited to Dunster. Student bursary discussion – limit suggested be included in the application.

Motion: That student bursaries be \$750 per person.
Moved: Kelly, Seconded: Ray J. Carried.

b. BCCFA conference call

Larry, Donna, Ray J., & Kelly attended this call on January 27th. BCCFA stated that our membership fees have been forgiven prior to 2018. We requested that our fees begin in 2020 & they are taking this back to their Board meeting. Our website contact information is correct. The basic fee is \$250 if a group is unable to afford the annual fee. Larry will check the website re his cell phone number.

7. New Business

a. BRKH Custom Woodworks, Ltd.

i. Brief report from BRKH manager

All business accounts awaiting set-up with the legal documentation completion. The manager's email website is functioning. Logs have been purchased from BKB in McBride for an order & they are being sawed by Andrew Gibbs. Tim is setting up administrative procedures with Donna. He will be working on a first budget, to the best of predictability. There is an interest for locally harvested & sustainable wood products. Some interest in premium wood. Also interest in custom drying. Customers might see value in being involved in the milling -Craig mentioned this. There is an interest in specialized wood & specialized cuts. Two secondary school students are working on a website with their teacher. Transportation of wood is an issue to get wood to BRKH -may need to purchase a trailer for wood transport. Craig has a loader, but he doesn't plow the whole yard -the forklift has mobility issues in the yard. Ray J., suggested that the tires could have screw-in studs applied to the tires on the forklift to manage with the ice. The large doors are difficult to maneuver -Ray T. advised that the grant funding being applied for is going to cover replacing these. Tim is developing a price list for advertising. He will be identifying production costs. Cedar is needed for milling.

ii. Finalization of incorporation

Signing of the Share Certificates is last piece to be done.

iii. Disposition of real estate

Do we want the real estate in DCFS name or transferred to BRKH? If DCFS keeps the property, we need liability insurance. Ray T. asked Rosemary to look into this. We have insurance through DCFS for the property for one year. We will have to add the equipment onto the policy. Question: does the insurance cover the inventory? -Ray T. will look into this. BRKH could have a lease agreement from DCFS & DCFS keeps the property in its name. The fence is in disrepair & needs replacement -Do we need a No Trespassing sign? - Ray T. will look into this.

iv. Directors' meetings

Larry checked the BC corporation Act & there is no requirement for meetings. There is only a requirement for a Shareholders' meeting. We will continue with one meeting per month, including the BRKH business at the DCFS meetings. We need an AGM within one year of the February 4 incorporation.

v. Website development

The Secondary School students are working on this & have asked for Michaelynn to work on this which she agreed to. These students are enthusiastic about the project. They could be approached regarding a logo for the business -use the same font for the sign as for the website.

vi. Newspaper article

Andrea Arnold has wanted to write an article about the business, with historical reference. Ray T. stated that we haven't paid Craig for everything as of yet, but we can proceed with the article as soon as the finances are completed.

b. AGM details

It will be March 11 at 1900 hrs. There will be a Directors' meeting at 1830 hrs. We have a vacancy of one Board Member position. Larry will contact the Simpcw member.

8. In Camera session

Motion: To move into In Camera. Moved: Kelly, Seconded: Ray J. Carried at 1940.

Motion: To accept the Minutes as presented. Moved: Michaelynn, Seconded: Donna. Carried.

Motion: To move out of In Camera. Moved: Donna, Seconded: Michaelynn. Carried at 1949.

Next meeting: The next meeting will be March 11, 2020 at 1830 hrs.

Motion: To adjourn the meeting. Moved: Ray J., Seconded: Michaelynn. Carried at 1951.

Respectfully submitted,

Kelly McNaughton
DCFS Secretary