

**Gwaii Trust Society**

Board of Directors Meeting MINUTES

March 5, 2016

Port Clements – Village Office Council Chambers

10:00 AM – 4:00 PM

**In Attendance:**

<b>Representing:</b>	<b>Area Director</b>	<b>Area Alternate</b>
Graham Island Central	Berry Wijdeven	Ian Gould
CHN Skidegate	Jason Alsop	
Graham Island South	Ellen Foster	
Area 'E'	Warren Foster	
Graham Island North	Fran Redick	Bret Johnston
Skidegate Band Council		Lyndale George
CHN Massett	Robert Bennett	
Old Massett Village Council	Lisa Bell	

<b>Chair &amp; Staff:</b>	Chair	Brad Setso
	Chief Operations Officer	Carla Lutner
	Senior Executive Administrator	Debbie Crosby
	Administrative Assistant	Megan Dorrington

**Excusals:** James Cowpar

**Guests:** None

**Note:**

*The following is an accurate reporting of the meetings as they occurred, however these minutes are not to be construed as a verbatim report of all conversations that transpired, but rather a reflection of the outcome of those discussions; where necessary members have been quoted as closely as possible.*

**1.0 Call to Order**

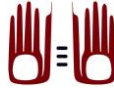
The Gwaii Trust Chairman called the meeting to order at 10:04 AM.

**2.0 Excusals**

As noted above.

**3.0 Message from the Chair**

The Gwaii Trust Chairman welcomed the Gwaii Trust Board to the meeting, and thanked them for their attendance. The Chairman apologized for not attending the January 14 2016 meeting, and thanked a board member for assuming the position in his absence. The Chairman noted that he is reaching the end of his term, and spoke about how fulfilling the position has been.



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**4.0 Call for amendments to the Agenda**

The Gwaii Trust Board of Directors reviewed the agenda. After discussion, the Board of Directors made the following amendments:

- a) There was a typo in the agenda; instead of 15 applications to be reviewed for the Major Contribution Grant, there are 14 applications to be reviewed.

**5.0 Adoption of the Agenda**

The Gwaii Trust Board of Directors reviewed the agenda and after discussion the Board of Directors made a motion to adopt the agenda with the above amendments.

Moved by: Ellen Foster

Seconded by: Warren Foster

**Carried**

**6.0 Meeting Minutes**

Board Minutes January 30<sup>th</sup> 2016

The Gwaii Trust Board of Directors reviewed the January 30<sup>th</sup> minutes. After discussion, the Gwaii Trust Board of Directors made a motion to approve the minutes with the two amendments:

- a) Amend the lower case abbreviation of Chief Operations Officer to upper case.
- b) Amend the spelling of minutes.

Moved by: Warren Foster

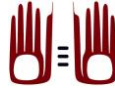
Seconded by: Ellen Foster

**CARRIED**

**7.0 “IN CAMERA” All program Allocation discussion is held in camera: {GTS Policy: *In-camera sessions will be called to deal with issues of personnel, legal, financial matters and program allocation decisions. After the Board has taken a decision, the results become public and will be published.*}**

**7.1 Major Contribution Grant**

The Gwaii Trust Board of Directors reviewed 14 Major Contribution Grant Applications, and after discussion made a motion to approve 7 applications; some conditions may apply:



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<b>Organization</b>	<b>Project</b>	<b>Request</b>	<b>Conditions</b>
Village of Port Clements	Water System Study	37,500.00	Listed Below
Conditions: Exception to policy (minimum ask is \$50,000.00).			
Village of Port Clements	Parks Trail Network	51,106.00	As submitted
PC Community Hall Society	Hall Upgrades	26,681.00	As submitted
Charlotte Thrift Shop	Shop Expansion	166,427.00	As submitted
Skidegate Band Council	Roofs for Skidegate Daycare & SHIP	50,000.00	As submitted
Skidegate Band Council	Heat Pumps Community Building & Training	120,040.00	As submitted
OMVC Rediscovery Program	Cookhouse	137,468.00	Listed Below
Conditions:			

- Meet minimum equity requirements with confirmation of other sources of income
- Complete open project
- Provide accurate and complete cost quotes
- Confirm timeline, will they be able to get it done before this camp year?
- 30 calendar days to fulfill all conditions; if conditions are not satisfied within 30 days, then all funding will be withdrawn.

**Total Request** **\$589,222.00**

Total Funds remaining in the 2016 Major Contribution Grant Budget: \$160,778.00

Moved by: Warren Foster

Seconded by: Lisa Bell

**Carried**

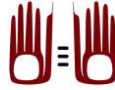
**Decision Record: #16- 03-05-008**

**7.2 Community Innovation Grant**

The Gwaii Trust Board of Directors reviewed 2 Community Innovation Grant applications, and after discussions made a motion to approve the following applications; some conditions may apply:

<b>Project</b>	<b>Request</b>	<b>Conditions</b>
QCC Harbour Authority – QC Harbour Coastal Marine Project	\$10,000.00	As submitted
Haida Gwaii Coast – Fractured Land Screening Project	\$2,150.00	Listed Below

Conditional on confirmation of legal status of the organization.



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March 5, 2016

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Total Funds Remaining in the 2016 Community Innovation Grant Budget: \$87, 850.00

Moved by: Berry Wijdeven

Seconded by: Jason Alsop

**Carried**

**Decision Record: #16- 03-05-009**

**7.3 Vibrant Haida Gwaii Communities Initiatives Grant**

The Gwaii Trust Board of Directors reviewed 1 Vibrant Haida Gwaii Communities Innovation Grant application, and after discussions made a motion to approve the application as submitted.

<b>Project</b>	<b>Request</b>	<b>Conditions</b>
Nygstle Society – Administration Support	\$38,000.00	As submitted

Moved by: Berry Wijdeven

Seconded by: Lisa Bell

**Carried**

**Decision Record: # #16- 03-05-010**

**8.0 Gwaii Trust Business**

**8.1 Letter from MCP Village of Queen Charlotte Boat Launch Project**

The Gwaii Trust Board of Directors reviewed 1 letter from the Village of Queen Charlotte with respect to the Major Contribution Program. After discussion, the board approved the change and scope of the project as submitted.

Moved by: Lisa Bell

Seconded by: Lyndale George

**Carried**

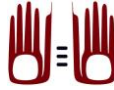
**8.2 Letter from Hecate Strait Employment Development Society**

The Gwaii Trust Board of Directors reviewed 1 letter from the Hecate Strait Employment Development Society that requested a letter of support for the Haida Gwaii Forest Skills Training Initiative Labour Market Partnership. After discussion, the board approved the request; the COO will write a letter on their behalf.

**8.3 Executive Report**

Strategic Planning: The Executive spoke about meeting with the Board next Saturday, March 12 2016, to present the Business Plan. They noted that as the meeting is a strategic planning meeting, all directors and their alternates are invited to attend.

Office Space: The Executive noted that they are working on completing the Gwaii Trust Skidegate Office renovations, and are looking to start a lease renewal for 6 months; they will consider purchasing the building if it makes sense. The Executive also noted that they are still looking at improving the meeting space in the Old Massett office.



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Summer Student: The Executive spoke about the possibility of hiring a summer student; they have applied for funding to do so.

Auditor: The Executive noted that the Auditor will be here Monday, March 7 2016.

**8.4 Committee Reports**

Tabled to next meeting.

**9.0 Next Meeting Date**

The next meeting is scheduled to commence Saturday March 12 2016, in the Community of Old Massett; this is a Strategic Planning meeting. The Annual General Meeting is scheduled to commence Saturday April 2 2016, in the Community of Skidegate.

**10.0 Meeting Adjourned**

The meeting adjourned at 4:20 PM.

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Brad Setso  
Chair

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Carla Lutner  
Chief Operations Officer

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Date, as to both signatures

**Action Items:**

1. Review Major Contribution program, including its priorities and the in kind rate
2. Add project start date to worksheets.
3. The Economic Development Committee to meet with the HGHEs to discuss funding opportunities
4. The COO to write a letter of support to HSEDS.
5. The Executive to meet with the Gwaii Trust Board of Directors on Saturday, March 12 2016, to present the business plan.