



**MINUTES**  
**Gwaii Trust Board Meeting**  
**November 9<sup>th</sup> 2021, 6:30 – 9:00pm**  
**Videoconference**

| <b>In Attendance:</b>     | <b>Representing:</b>        | <b>Area Director</b> | <b>Area Alternate</b> |
|---------------------------|-----------------------------|----------------------|-----------------------|
|                           | Graham Island Central       | Maureen Bailey       |                       |
|                           | Graham Island South         | Clyde Greenough      | Shelley Sansome       |
|                           | Area 'E'                    | Laurie Chisholm      |                       |
|                           | Graham Island North         |                      | Terry Carty           |
|                           | Skidegate Band Council      | Billy Yovanovich     |                       |
|                           | CHN Old Massett             |                      | Trevor Russ           |
|                           | Old Massett Village Council | Freda Davis          | Jade Collison         |
|                           | CHN Skidegate               | Jason Alsop          |                       |
| <b>Chair &amp; Staff:</b> | Chair                       | James Cowpar         |                       |
|                           | Chief Operations Officer    | Carla Lutner         |                       |
|                           | Finance and Admin. Asst.    | Ruby Decock          |                       |
| <b>Regrets:</b>           | CHN Old Massett             | Alfie Setso Sr.      |                       |
|                           | Graham Island North         | Bret Johnston        |                       |

*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. Call to Order**

The meeting of the Gwaii Trust Board of Directors was called to order at 6:33pm.

**2. Excusals**

As noted above.

**3. Message from the Chair**

The Chair welcomed the Board and recapped the meeting with Scott Lunney on October 28<sup>th</sup>.

**4. Call for amendments to the agenda**

There were no amendments to the agenda.

**5. Call for adoption of the agenda**

The agenda was adopted as presented.

**Moved by: Maureen Bailey**  
**Seconded by: Jason Alsop CARRIED**

Director Yovanovich joined the meeting at 6:36PM.

**6. Consent agenda**

The following items were adopted as presented.



- a. Previous Minutes: September 23<sup>rd</sup>, 2021
- b. Reports
  - i. Youth Board
  - ii. Athlii Gwaii Working Group Committee
  - iii. COVID committee
  - iv. Audit and Finance Committee
    - A. GTS Q3 Financials
    - B. AGLT Q3 Financials
    - C. COO Report

**Moved by:** Clyde Greenough  
**Seconded by:** Freda Davis                      **CARRIED**

**7. Action Items**

- a) Board in-camera action: Carla to explore hiring controller and present options and budget impacts to board (Feb 29, 2020). **In Progress**
- b) The OMVC Health Centre request was deferred for further review until after 2021 strategic planning. (Jan 19, 2021). **Add to future Board meeting agenda for discussion**
- c) The COO to draft an updated policy for board consideration around providing funding that benefits private business. (Apr 22, 2021). **Complete**
- d) Dir. Greenough will reach out to Mark Baggaley with regards to the possibility of setting up a memorial fund for his son through the Haida Gwaii Community Foundation. **Complete**

**8. Grant Guideline updates**

The Board of Directors reviewed the recommendations for updates to the Grant Guidelines and to the Gwaii Trust Standard Rates. The board requested that the following changes be incorporated into the guidelines and standard rates: Two-year residency requirement across grant streams, wording to clarify that spending on a grant can commence as soon as a grant is approved, changes to the maximum administration rate of up to 15% for requests of up to \$50,000.00 and up to 10% for asks over \$50,000.00 as well as revised wording around minimum age to include older teens that may apply to the Arts grant. Volunteer rate increase to living wage and meals to match Gwaii Trust catering rates The Board requested that these changes be incorporated into the guidelines and circulated to the Board electronically for a decision.

**ACTION:** Chief Operations Officer to circulate amended guidelines and standard rates for electronic vote.

**9. Special Project Criteria**

The Board of Directors reviewed the draft criteria for the Special Projects Grant. After discussion, the Board approved the criteria as presented.

**Moved by:** Clyde Greenough  
**Seconded by:** Maureen Bailey                      **CARRIED**                      **DR #21 11 09 -47**



**10. Audit and Finance Committee Revised T.O.R**

The Chair of the Audit and Finance Committee, Maureen Bailey presented the revised Audit and Finance terms of reference to the Board of Directors and recommended their approval. After discussion, the Board approved the criteria as presented.

**Moved by: Laurie Chisholm**

**Seconded by: Freda Davis**

**CARRIED**

**DR #21 11 09 -48**

*“IN CAMERA” All program 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}.*

**11. Scope Change Request: Village of Port Clements Tourism Advocate**

The Village of Port Clements Tourism Advocate scope change request was presented to the Board of Directors for review and discussion by COO, Carla Lutner.

After discussion the Village of Port Clements Tourism Advocate scope change request was approved as presented by the Gwaii Trust Board of Directors.

**Moved by: Laurie Chisholm**

**Seconded by: Terry Carty**

**CARRIED**

**DR #21 11 09 -49**

**12. Scope Change Limitations**

The Board reviewed the recommendation by the Chief Operations Officer and after discussion made the following motion. Any changes to a grant that are within the original intent and spirit of an application can be approved at staff level, all others must go to the board of Directors for approval. Any scope change requests must include a comparison to the original application

**Moved by Clyde Greenough**

**Seconded by Billy Yovanovich**

**CARRIED**

**DR #21 11 09 -50**

**13. Youth Board Recommendations**

**a) #09 – 21 10 19**

The Board reviewed the Youth Board recommendation that the requirement for a Youth Director letter of support be removed from the Youth Centred Community grant requirements and after discussion the Board approved the recommendation.

**Moved by: Jason Alsop**

**Seconded by: Terry Carty**

**CARRIED**

**DR #21 11 09 -51**

**b) #10- 21 10 19**

The Gwaii Trust Board reviewed the Youth Board recommendation #10- 21 10 19 to approve the following grants and after discussion approved as follows:

| Organization Name          | Project Name             | Conditions   | Amount      |
|----------------------------|--------------------------|--------------|-------------|
| Village of Queen Charlotte | Youth Centre Staff Costs | As presented | \$10,000.00 |



|                        |                       |              |             |
|------------------------|-----------------------|--------------|-------------|
| Skidegate Youth Centre | Youth Music & Culture | As presented | \$10,000.00 |
|------------------------|-----------------------|--------------|-------------|

**Moved by:** Maureen Bailey  
**Seconded by:** Clyde Greenough      **CARRIED**      **DR #21 11 09 - 52**

**14. Community Innovation Applications**

The Gwaii Trust Board reviewed one Community Innovation application and did not approve any.

**15. Arts Grant Applications**

The Gwaii Trust Board reviewed two Arts Grant applications and after discussion approved one as follows.

| Organization  | Project Name  | Conditions   | Amount      |
|---------------|---|--------------|-------------|
| Micheal Moody | Ts'amos Prints: The First of the Sea Monster Series | As presented | \$10,000.00 |

**Moved by:** Clyde Greenough  
**Seconded by:** Billy Yovanovich      **CARRIED**      **DR #21 11 09 – 53**

**16. Next meeting date:**

- November 20<sup>th</sup> Budget Meeting- In Person Port Clements Multiplex
- November 25<sup>th</sup> Allocation meeting via Zoom at 6:30PM.,

**17. Director in-camera discussion**

The Directors went in camera at 8:27pm and staff left the meeting.

**18. Adjournment**

The meeting was adjourned at 8:50PM.

**ACTION ITEMS**

- Board in-camera action: Carla to explore hiring controller and present options and budget impacts to board (Feb 29, 2020).
- The OMVC Health Centre request was deferred for further review until after 2021 strategic planning. (Jan 19, 2021).
- Chief Operations Officer to circulate amended guidelines and standard rates for electronic vote.

\_\_\_\_\_  
 James Cowpar  
 Chair

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 Carla Lutner  
 COO