



MINUTES
Gwaii Trust Board Meeting
November 24, 2022, 6:30 – 9:00 pm
Via Zoom

| In Attendance: | Representing: | Area Director | Area Alternate |
|---------------------------|-----------------------------|-------------------------|-----------------------|
| | Graham Island Central | Maureen Bailey | Elizabeth Condrotte |
| | Graham Island South | Clyde Greenough | Geoff Martynuik |
| | Area 'E' | Laurie Chisholm | |
| | Graham Island North | Bret Johnston | |
| | Skidegate Band Council | Billy Yovanovich | |
| | CHN Old Massett | Lisa Hageman | |
| | Old Massett Village Council | Freda Davis | Jade Collison |
| | CHN Skidegate | Erica (Gidin Jaad) Reid | |
| Chair & Staff: | Chair | Percy Crosby | |
| | Chief Operations Officer | Carla Lutner | |
| | Finance & Admin. Assistant | Ruby Decock | |

Regrets:

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 was called to order at 6:33 pm.

2. Excusals

As noted.

3. Message from the Chair

The Chair expressed his apologies to Ruby Decock regarding his behaviour at the end of the October 22, 2022 Board Budget meeting and emphasized it will not happen again and going forward, he will address the Board & Staff in a professional manner.

4. Call for amendments to the agenda

There were no amendments to the agenda.

5. Call for the adoption of the agenda.

The agenda was adopted as presented.

Moved by: Billy Yovanovich

Seconded by: Maureen Bailey

CARRIED

6. Consent Agenda

The following items were adopted as presented.



- a) Previous Minutes:
 - i. October 22, 2022 Draft Board Business Meeting
- b) Committee Reports
 - i. Audit & Finance Committee
 - a. Audit Dashboard
 - ii. Executive Committee
 - iii. Youth Board
 - iv. Chief Operations Officer's Report

Moved by: Maureen Bailey

Seconded by: Bret Johnston **CARRIED**

Scott Lunney entered the meeting at 6:40 pm.

7. Presentation Annual Statement of Investment Policies & Procedures (SIPP review and update – Scott Lunney of George & Bell)

Scott Lunney of George & Bell verbally presented the updated Annual Statement of Investment Policies & Procedures (SIPP) and transition plan to the new investments.

8. Athlii Gwaii SIPP

This was included in the verbal update by Scott Lunney of George & Bell.

Scott Lunney left the meeting at 6:50 pm.

9. Action Items

- a) The OMVC Health Centre request was deferred for further review until after 2021 strategic planning (Jan 19, 2021). **Complete**
- b) Board to revisit the Board engagement question within 6 months to determine if there has been improvement. (May 26, 2022)
- c) Add missing indigenous women crisis to the Strategic Planning agenda. (May 26, 2022)
- d) The Executive to return to the Board with an improved process for the COO annual evaluation. (May 26, 2022)
- e) The Chair, COO, and the Communications Officer to develop a press release statement on the PH&N investment divestment which includes that regular reviews of investment portfolios will be done going forward. Board to review the writeup prior to it being publicized. The Board discussed amending the investment policy to ensure the investment portfolio is fossil fuel free. (August 9, 2022). **SIPP amendment complete.**
- f) Staff to look into costs for obtaining Office 365 for the Board of Directors. **Complete**
- g) Investigate adding 2-factor authentication to the Grant Management System (September 24, 2022). **Complete**
- h) COO & Communication Officer will work together on scheduling Athlii Gwaii Legacy Trust information presentation (September 24, 2022). **Complete**
- i) Staff to prepare a communication on the Athlii Gwaii Legacy Trust for communities and circulate prior to the AGLT community presentations (September 24, 2022). **Deferred until March 2023, in progress.**
- j) Staff to prepare a pamphlet on the Athlii Gwaii Legacy Trust for communities and circulate prior to the AGLT community presentations (September 24, 2022). **Deferred until March 2023, in progress.**



- k) Staff to request a detailed list of investments from PH&N for the Board to review at the October 6, 2022 Board meeting (September 24, 2022). **Complete**
- l) Haida Gwaii Community Foundation Committee to develop a donations and matching policy for the HGCF (September 24, 2022).
- m) Staff to advise Dr. Morton that Director Yovanovich can provide some contacts in FNHA to assist with funding (September 24, 2022). **Complete**
- n) COO to draft up the recommended changes for the Board to review (September 24, 2022). **Complete**
- o) Staff to have a discussion or survey with SD #50 to get feedback on the proposed changes to the Travel Assistance Program (September 24, 2022). **Complete**
- p) Staff to increase communications for under utilized grants and promote them at the same time Athlii Gwaii Legacy Trust communications are circulated within the community (September 24, 2022). **Deferred until March 2023, in progress.**
- q) Board to review the travel grant amount during the budget process (September 24, 2022). **Complete**
- r) Add Arts policies/Arts Committee follow up in Strategic Planning (October 22, 2022).

10. Audit & Finance Committee Recommendations

Director Maureen Bailey presented the Audit & Finance Committee Recommendations to the Board.

The Board approved the Audit & Finance Committee’s recommendation, and the Board approved the amended Statement of Policies & Procedures for Gwaii Trust Society and the Athlii Gwaii Legacy Trust.

Moved by: Clyde Greenough
Seconded by: Bret Johnston **CARRIED** **DR# 22 11 24 - 50**

The Board approved the Audit & Finance Committee’s recommendation that the Board engage George and Bell for investment consulting and actuarial services for Gwaii Trust Society and Athlii Gwaii Legacy Trust for the services and costs outlined in the engagement letter dated October 14th, 2022.

Moved by: Clyde Greenough
Seconded by: Bret Johnston **CARRIED** **DR# 22 11 24 - 51**

Director Maureen Bailey presented an excerpt of the Audit Dashboard to the Board and explained how the buffer is calculated on the Gwaii Trust Society’s investments. She reviewed the impact of the investment downturn and increasing inflation on the buffer amount.

11. Board Meeting Schedule

The Board approved the 2023 Board Meeting Schedule.

Moved by: Laurie Chisholm
Seconded by: Freda Davis **CARRIED** **DR# 22 11 24 - 52**



12. Proposed Grant Changes

The Gwaii Trust Society Board reviewed the Grant Change Recommendations Summary and approved increases to Travel Grant funding amounts and approved allocating 50% (120,000.00) of the Travel Assistance Grant to the new School District 50 Field Fund.

Moved by: Clyde Greenough
Seconded by: Billy Yovanovich **CARRIED** **DR# 22 11 24 - 53**

The Board reviewed the changes and tabled further discussion on travel until the next Board meeting.

Action Items:

- Survey on eligible purposes for the travel assistance grant to be circulated via Govenda.
- COO to follow up with reporting to the Board on how the Travel Grant is being used.

The Board approved the recommended changes to the Continuing Education Grant.

Moved by: Clyde Greenough
Seconded by: Erica Reid **CARRIED** **DR# 22 11 24 - 54**

The Board approved the recommended changes to the Standard Rates, Facilitator Rates, accelerated advance schedule and reduction in reporting requirements for grants <\$10,000.00 and pre-approved grants.

Moved by: Billy Yovanovich
Seconded by: Laurie Chisholm **CARRIED** **DR# 22 11 24 - 55**

"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}.



13. Food Security Preapproval Recommendations

The Board approved the recommended 2023 Preapproval Food Security Budget.

| Applicant Name | Project Name | Amount |
|--|--------------------------------|----------------------|
| Islands Wellness Society | Feed the People Food Bank | \$ 52,170.00 |
| Adult Day Program Masset | ADP North End Food Bank | \$ 57,720.00 |
| Local Foods to School Program & Northern Health c/o Masset in Motion | Haida Gwaii Local Foods Pantry | \$ 51,312.00 |
| Healthy Communities | Feed the Hungry | \$ 7,794.00 |
| SD 50 | School Food | \$ 131,004.00 |
| TOTAL | | \$ 300,000.00 |

Moved by: Maureen Bailey

Seconded by: Freda Davis

CARRIED

DR# 22 11 24 - 56

14. Community Innovations Grant Applications

The Gwaii Trust Society Board reviewed two Community Innovations Grant applications and after discussion, approved as follows:

| Applicant Name | Project Name | Conditions | Amount |
|---|--------------------------------|--|---------------------|
| OMVC – Health Centre for Niislaa Naay Healing House Society | Mother's Art Group | As presented. | \$ 7,143.32 |
| Xaad Kil Nee (OMVC) | Haida Language App Art Project | <ul style="list-style-type: none"> • Provide an updated balanced budget that has the income and expense sections properly allocated. • Remove the in-kind art supplies and in-kind staff time from the project budget. | \$ 10,000.00 |
| TOTAL | | | \$ 17,143.32 |

Moved by: Billy Yovanovich

Seconded by: Clyde Greenough

CARRIED

DR# 22 11 24 - 57



15. Art Grant Applications

The Gwaii Trust Society Board reviewed six Art Grant applications and after discussion, approved as follows:

| Applicant Name | Project Name | Conditions | Amount |
|------------------|----------------|---|-------------|
| Benedicte Hansen | Red Silk River | As presented. Partially funded as outlined. | \$ 2,227.92 |

Moved by: Laurie Chisholm
Seconded by: Maureen Bailey
CARRIED **DR# 22 11 24 - 58**

| Applicant Name | Project Name | Conditions | Amount |
|----------------|--------------------------------------|---|-------------|
| Farah Nosh | Those Who Went to Residential School | As presented. Partially funded as outlined. | \$ 7,500.00 |

Moved by: Laurie Chisholm
Seconded by: Clyde Greenough
CARRIED **DR# 22 11 24 - 59**

| Applicant Name | Project Name | Conditions | Amount |
|----------------|--|---|-------------|
| Norm Sloan | Blue Canada: Aquatic Area Conservation | <ul style="list-style-type: none"> • Provide an updated project budget on the Gwaii Trust budget template that includes both the revenue sources and expenses. • Confirmation of all other income sources relevant to this project prior to any funds being released. | \$ 7,500.00 |

Moved by: Billy Yovanovich
Seconded by: Maureen Bailey
CARRIED **DR# 22 11 24 - 60**

Action- Project officer to get clarification from outstanding Arts applicant on unclear budget. Board will e-vote once this information is received.

16. Arts Workshop Grants

The Gwaii Trust Society Board reviewed two Art Workshop Grant applications and after discussion, no applications were approved.



Action: Letter to applicants thanking them for their applications and suggest that they bring talent to the island so that such training opportunities could be shared with community members.

17. Youth Grant

The Gwaii Trust Society Board reviewed the Youth Board recommendation and approved the Youth grants as presented.

| Applicant Name | Project Name | Conditions | Amount |
|---|---------------------------------------|--|---------------------|
| Village of Daajing Giids | DGYC Winter Programming 2022/23 | As presented. | \$ 8,951.74 |
| Gudangaay Tlaats'gaa Naay Sec. School | Ottawa Trip | <ul style="list-style-type: none"> • Provide a quote for the cost of the flights. • Provide an updated budget to match the quote provided. | \$ 10,000.00 |
| Gudangaay Tlaats'gaa Naay Sec. School | GTN Yoga (Isabel Bellis GTN Student) | As presented. | \$ 2,248.80 |
| Laskeek Bay Conservation Society | Youth Engagement Intern – Laskeek Bay | <ul style="list-style-type: none"> • Provide an updated balanced budget that aligns with the quotes provided and the Gwaii Trust standard rates | \$ 7,500.00 |
| OMVC Haida Health Centre for Niislaa Naay Healing House Society | Old Massett Youth Program | As presented. | \$ 10,000.00 |
| Skidegate Youth Centre | Haida Hawaii Youth Cultural Exchange | As presented. | \$ 10,000.00 |
| TOTAL | | | \$ 48,700.54 |

Moved by: Maureen Bailey
Seconded by: Freda Davis

CARRIED

DR# 22 11 24 - 61



18. Next meeting date

January 26, 2022 at 6:30 – 9:00 pm via Zoom.

December 10th for Christmas dinner at 3 pm – 6 pm at the Axe & Anchor Pub in Port Clements.

19. Director in-camera discussion

The Board of Directors did not go in-camera. Just discussed that a meeting will need to be scheduled to discuss COO performance review.

Adjournment

The meeting was adjourned at 8:35 pm.

Moved by: Bret Johnston CARRIED

ACTION ITEMS:

- Board to revisit the Board engagement question within 6 months to determine if there has been improvement. (May 26, 2022)
- Add missing indigenous women crisis to the Strategic Planning agenda. (May 26, 2022)
- The Executive to return to the Board with an improved process for the COO annual evaluation. (May 26, 2022)
- Staff to prepare a communication on the Athlii Gwaii Legacy Trust for communities and circulate prior to the AGLT community presentations (September 24, 2022). **Deferred until March 2023, in progress.**
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- Add Arts policies/Arts Committee follow up in Strategic Planning (October 22, 2022).
- Survey on eligible purposes for the travel assistance grant to be circulated via Govenda (November 24, 2022).
- COO to follow up with reporting to the Board on how the Travel Grant is being used (November 24, 2022).
- Project officer to get clarification from outstanding Arts applicant on unclear budget. Board will e-vote once this information is received (November 24, 2022).
- Letter to applicants thanking them for their applications and suggest that they bring talent to the island so that such training opportunities could be shared with community members (November 24, 2022).

Percy Crosby, Chair

Carla Lutner, Chief Operations Officer

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