

Executive Board of Directors Meeting - Official Agenda

Date: Thursday February 9, 2023 4:00 – 6:00 PM PST

Location: Zoom (will create link once date is confirmed)

Meeting Participants: Kayla, Rory, John, Joelle, Mariah, Greg, Ben, Chad

Regrets:

1) Arrive, welcome (4:00 p.m.)

1. Approval of past meeting minutes: **approved by Ben and John**
2. Approval of agenda: **approved by Rory and Ben**
3. Review of action items from last meeting (listed below)
 - a. Accountant can help us file GST (and file other tax forms) just awaiting CRA access
 - b. October minutes corrected to remove “xxx”
 - c. Budget updated to net positive balance.
 - d. Kayla working with Clelie to ensure budget vs actual is more accurate (ensure budget entry is complete and correct).

2) Update from Program Manager (4:10 p.m.)

1. Program update
FoKLS receives [Nelson Sustainability Leadership Award](#).
Programs have been fairly dormant, been busy with fundraising and administrative tasks
 - a. Kokanee Habitat Restoration
 - i. Egg tube extractions and final analysis
 - ii. Upcoming: dewatered redd surveys and final project reporting
 - b. Outreach
 - i. [MONTHLY GIVING](#) reminder!
 - ii. Polar bear swim Jan 1, 2023 was a success! \$7,778 split with Kootenay Co-op Radio
 - iii. Signed up for Kaslo Winter Festival in the Forest
 - c. Podcast
 - i. [2 new podcast episodes](#) – **Podcast program phasing out**
 - d. Harrop Wetland Enhancement
 - i. Final KLLCF report complete
 - ii. Monitoring to commence this spring in partnership with CKISS
 - e. Osprey Monitoring
 - i. Report draft nearly complete – **Will be reviewed by board as needed**
 - f. Beach cleanups:
 - i. None
 - g. Watershed Monitoring
 - i. Waiting to receive data
 - ii. Staff completing CABIN training modules
 - h. Kootenay Lake Summit
 - i. Seeking board [feedback](#), support, and a mini-committee chair – **still looking for board feedback, looking for ad hoc summit committee to help, preferably ones who have experience with in person experience – summit and community session together and AGM separate – Joelle will update the document, and Kayla will send a deadline for the document**
2. Grant update

Applied (since last board meeting):

Canada Summer jobs	Wage funding	\$10,040.80
RDCK Area F	2023 Bonaventure Kokanee	\$3,000.00
RDCK Area F	2023 Beach Cleanups	\$1,000.00
RDCK Area F	2023 KLWMP	\$3,000.00

RDCK Area F	2023 Osprey Monitoring	\$500.00
RDCK Area F	2023 Kootenay Lake Summit	\$1,500.00
Kootenay Co-op	2024 Kootenay Lake Summit	\$500.00
Nelson District Credit Union	2025 Kootenay Lake Summit	\$750.00
Columbia Basin Trust Sponsorships	2026 Kootenay Lake Summit	\$1,500.00
Kootenay Savings	2027 Kootenay Lake Summit	\$750.00
FortisBC	2023 Watershed Monitoring	\$15,000.00
FortisBC	2023 Bonaventure kokanee	\$15,000.00
RDCK Area E	2023 Beach Cleanups	\$1,000.00
RDCK Area E	2023 Osprey Monitoring	\$500.00
RDCK Area E	2023 Kootenay Lake Summit	\$1,500.00

Working on/ upcoming:

- ReDi (\$39,000 split between 3 projects and 5 electoral areas/municipalities) – Feb 17, 2023
- RDCK Discretionary (\$14,250 split between 4 projects and 4 electoral areas- no deadline
- REFBC (\$15,000 watershed monitoring) – Feb 16, 2023
- Community Services Recovery Fund (\$30,000 organizational development) – Feb 21, 2023
- Numerous small grants for projects (Nelson Hydro, Columbia Power, FWCP community grant)

Received:

\$14,700 BC Wildlife Federation for 2022 Harrop Wetland Enhancement (retroactive payment)
\$25,000 Columbia Basin Trust 2023 Harrop Wetland Expansion (only get 5K until August)

3) Quarterly financial review (4:25 p.m.)

1. Financial review
 - a. Today's balance sheet
 - b. Presentation of 2023 budget
 - i. Request for approval of 2023 budget – **Approved**
 - c. Cash flow analysis
2. 2022 year-end financials – quick discussion – **bookkeeper has not gotten end of 2022 financials yet, Rory will send when available for approval**

4) Committee updates (4:50 p.m.)

1. Personnel Committee (Sukhananda)
 - a. Kayla submitted her notice of employment contract non-renewal – contract ends March 31.
 - b. **Job posted** for Executive Director. – **Board members please share; personal committee will include question about experience working with Indigenous communities on the lake. What are they willing to do to educate themselves. Personal committee would use additional ad hoc committee members**
2. Fundraising Committee (Rory)
 - a. Community Services Recovery Grant. Staff will circulate grant application draft. Lots of competition, need to generate a solid application. – **Will send updates to board**
 - i. Seeking approval on priority areas: Development of fundraising plan, adoption of new bookkeeping system, development of donor database.
3. Indigenous Engagement Policy (Martin)
 - a. Martin and Greg have been undertaking conversations regarding our relationships with First Nations and in particular our special relationship with Yaqa Nuqiy. Together, with Chad, we have shed light on our path forward in our Indigenous relationships and in eventually developing our first Indigenous Engagement Policy.
 - b. Martin has spoken with all Directors concerning the IEP and a plan to attend a day-long meeting in April with Chad at Yaqa Nuqiy. **Board members get back to Martin about a date ASAP before**



Feb 10; recommended board members watch the Joe Pierre creation story video, and research the Indian Act; 21 things you may not know about the Indian Act – Bob Joseph

- c. Directors are all asked and encouraged to take time to learn and share over this period as the Board works toward a meaningful and respectful relationships with the ancestral stewards of Kootenay Lake and this region.
4. Board Governance (Martin)
 - a. Meeting between governance, personnel, and finance on Jan 19th, 2023 to discuss low funds and Kayla's departure.
 - i. Cttee members decided not to reduce staff wages and that we will use the CEBA loan if needed. Discussed short-term fundraising plans/ ideas.
 - ii. We are leaning toward having only one position hired but it will depend on the strength and scope of who applies.
 - iii. Rory and Martin met with Moriah and Joelle on Jan 27 to discuss the transition.
 - b. Will we pursue support from NPA program to help us during this transition?
 - c. Recruiting new board members. Job posting in development. Staff are ready to make posts.
 - d. Seeking Gov Cttee Chair.

5) Other Business (5:40 p.m.)

3. Next board meeting date – end of april
 - a. In person? Where? Request in afternoons to accommodate travel times, support for hybrid, try to spread out across the lake to get more board members

5) Closing (6:00 p.m.) Adjourned – Ben and Rory
