

Executive Board of Directors Meeting - Official Agenda

Date: June 29, 2021

Location: <https://us02web.zoom.us/j/82894598510?pwd=THplZW4xROY1OW4vV2RJMUpEZ1lyUT09>

Meeting ID: 828 9459 8510 Passcode: 998188

Time: 5:30 pm-7:30 pm

Meeting Participants: Kayla Tillapaugh, Camille LeBlanc, Martin Carver, Greg Utzig, Swami Sukhananda, Tina Deenik, Ben Simoni

Regrets: John Betts, Allison Lutz, Chad Luke, Rory Gallagher

1) Arrive and opening (5:30 pm – 5:45 pm)

1. Welcoming
2. Check-in with Board members
3. Approve minutes of last meeting
 - a. Review of action items from last meeting
 - Camille been in collaboration with nonprofit advisors
 - Been sorting out CEBA loan – going to get \$10,00 back by paying back the loan on time
 - Publishing Greg’s report is still on to-do list - need to get prices for printing and binding – will touch base on it next board meeting – will come with funders, pricing and budgeting (Greg comment – it would be great to follow up on that and use it for fundraising)

2) Update from Program Manager (5:45 pm – 6:30 pm)

1. Organizational Update
 - a. Welcome new board member – Ben Simoni
 - a-b. Recap on the AGM
 - i. Went really well – modest turnout – went smoothly and finished on time within an hour
 - ii. Everything was updated and field with BC registry – all board members updated on BC registry
2. Program update
 - a. Kokanee Habitat Restoration
 - i. Seepage metre installations
 1. Seepage meters are in-place and still at the site – Tina attended installation
 2. Two meters installed at depth at low water – difficult to screw on bags without use of diver – currently sitting there at depth – will need help of scuba divers to take measurements (later this year)
 3. More metres from UBCO in Kelowna are being donated
 4. FLNRORD covered a lot of costs for buying new equipment and tubing to mitigate contaminants going into lake
 5. FLNRORD student will be taking measurements when the study begins
 6. Tina can pick up the meters from Kelowna – going on July 10th
 - b. Harrop Wetland Monitoring and Assessment
 - i. Amphibian Monitoring Workshop
 1. Hosted by Kat McGlynn, 2nd ever FoKLSS PM – offered the workshop ahead of time and in-kind
 2. Three new local volunteers signed up to monitor the wetland – we will be monitoring once per week with the help of volunteers
 3. Kat will be hosting an amphibian calls workshop on July 16 from 3:00-4:00 – board members welcome. Kat also offered to take volunteers to Summit lake to see toads there
 - ii. Community meeting
 1. Tom Biebighauser gave 1-hr presentation on wetland restoration in the Kootenays - Ramona Faust attended and voiced support for project
 2. Overall feedback was good – majority of attendees want to see continued restoration activities performed
 3. Aug 1 Tom will meet FoKLSS staff and volunteers/community members and do site assessment to develop
 - iii. Spring monitoring results



1. Ponds are still dry – lake levels did not get high enough to breach spillway
 2. Installed staff gauge to measure water levels
 3. Updated amphibian monitoring datasheet – site specific while still in line with provincial standards – can still enter data into provincial database
 4. Will be installing wildlife cam to capture predation of tadpoles as well as use by other wildlife species
 5. Tom Biebighauser will create site enhancement plan at low cost
 6. Groundwater monitoring equipment will be installed this year with the help of Natasha Neuman
 7. Camille will put community meeting recording link in board follow up email
- c. Beach Clean ups
- i. Cleanup at Nelson Dogwalk
 1. Lots of polystyrene foam along shoreline and floating in water – came from Kootenay Lake Harbour Society (KHS) – who expressed concern – engaged – committed to improve
 2. Got 300 engagements from post related to this cleanup event – thanked KHS for their effort to help remove pollutants from lake
 - ii. Awarded extra \$5,000
 1. Grant from Unsmoke Canada – their way of recognizing the impact cigarette butts have on ecosystems
 2. Can do as many cleanups as we want – just have to let them know the dates for promotion
 3. Opportunity to participate in recycling program for cigarette butts – can do more cleanups- can do volunteer recognition by purchasing food and beverages
 - iii. Planning for lakebed cleanup
 1. Got letter of support
 2. Applying for permitting
 3. Aiming for July 21 for first lakebed cleanup
- d. Osprey Monitoring
- i. Osprey monitoring workshop May 16
 1. 11 participants, lots of engagements, lots that signed up to monitor
 - ii. Citizen scientists monitoring
 1. 4 groups monitoring 9 nests – already received data from three parties and observations from a fourth informally (will send data soon)
 - iii. Data analysis
 1. 6 years of data to be analyzed and report created this winter
 - iv. Documentary creation
 1. Local film maker Lynn Trinh helping to create mini documentary on out work monitoring osprey on Kootenay lake – interviewing FOKLSS staff and wildlife biologists
 2. Ben will pass along a contact from the Creston Valley Wildlife Centre
- e. Kootenay Lake Watershed Monitoring
- i. Training booked
 1. Booked with Allison and Doris – planned and in process
 2. Engagement from Creston residents – going to train people to monitor on their own and set up sites all around the lake
 - ii. Study design matrix created
 1. Kayla created study design matrix with help of Tina looking at various disturbances for each tributary of Kootenay Lake's West Arm.
 2. Planning to monitor 12 streams this year with greater capacity from volunteers
 3. Martin and Greg can expect an email with specific streams highlighted as suggested monitoring sites
 4. CABIN webinar from RDKB available
 5. Camille will look at Lake Windermere Ambassadors methods for lake-wide monitoring to see if we can develop a suitable monitoring design for Kootenay Lake
 6. Tina would like to attend CABIN training – Camille will register Tina for training later in July
 7. Martin will forward RDKB CABIN meeting to board members
- f. Outreach
- i. Podcast
 1. Overview of project progress – Kayla to present

- a. Took a bit of a break with the start of field season – revamping this month – planned conversations with NDP rep Wayne Stekski, Brenda and Valerie with Kootenay Native Plant Society, Penny Caldwell with Sail Nelson and Monica Nissen with Wildsight
- ii. Love Your Lake – deferred until 2022
 1. RDCK will not allow us to use their address data for mailouts – would set us back many hours to try to get address data we can use – would require major capacity to do this year – decided to defer to 2022
- iii. Creston and Kaslo markets
 1. Attended 1 market each in Kaslo and Creston – got lots of engagements
 2. Kayla with help with Spring Creative design designed new FoKLSS brochure – great outreach tool
 3. Kootenay Lake brochure re-design in the works!
 4. Camille will send Kootenay Lake brochure to board for review once the design draft is ready
3. Grant update
 - a. Awarded
 - i. Unsmoke Canada -\$5,000
 - ii. RDCK CIP Funding – Beach Cleanups, Osprey Monitoring, Love Your Lake, Kokanee Project, Water Monitoring Program.
 - iii. Wage Funding – CiCan and Eco Canada
 - b. Declined
 - i. Osprey Community Foundation – Podcast funding
 - c. In progress
 - i. CBT Small Environment Grant \$5,000 for Wetland Project
 1. Got news on 27th that we did not receive this grant
 - ii. RDCK Discretionary funding for Podcast

3) Quarterly financial review (6:30 pm - 6:50 pm)

1. Review financial summary April and May
 - Non government grants – got big influx of funding
 - Expenses – discrepancy in professional fees – not expecting to spend as much on professional fees- budgeted to get divers to do gravel maintenance, but FoKLSS staff took this over.
 - Intending to spend less on wages for this quarter – did not hire school works student – Kayla and Camille have managed with help of summer student Kieran
 - Will have 15,000 or more in carry-over – we will be purchasing CABIN monitoring equipment in July, groundwater level logger etc. – more expenses to come up later on.
 - Balance sheet: chequing account inc. by 10,000 – wage funding, grant deposits, first installment from FWCP
 - Confirmation from funders – expecting money -brought up assets
 - Credit card balance always paid on time
 - Have not received form from CBT to do GST claiming – Avery did GST claiming in 2018 – only need to do 2018 and onward
 - \$107.00 in liabilities – looking good
2. Approve financials
 - Approved by Martin, Greg, Ben, Tina and Sukhananda

4) Committees updates (6:50 pm – 7:00 pm)

1. Request for committee updates

5) Other Business (7:00 pm – 7:25 pm)

1. New office space
 - Moved office space into open-concept yoga studio space at Camille’s parent’s house – on Slokan river near Camille’s house
 - Will use this space until end of September until we find a new space in Nelson
 - Has been great for in-person collaboration
 - Looking for space that is move in ready, affordable in relatively good location in Nelson – under \$500
 - Let Camille know if you hear of an available office space in Nelson under \$500
 - Camille will be viewing office space in Share Nelson building next week
2. Greg’s report [on hydrology of Kootenay Lake](#) - project plan update



3. Discussion FoKLSS Strategic Plan through till 2021: what is the process to reinstate the plan given that we had a review in 2020?
 - How should we reinstate our strategic plan including notes from last year's meeting? – Plan doesn't need to change much, work is still in line with strategic plan – there was an emphasis on education roll and that creation of materials should be pursued – what should we do to reinstate our plan for another 5 years?
 - Make dates and numbers current – don't expect to change a lot – shift in emphasis here and there – did a good job 1st time, was happy with it – start a process (board connected) – Camille can lead a process but board needs to weight in – timeline, key questions, create a container for board to provide input
 - Would be valuable to set aside some time to go over it together as a board – more inspiring to actually talk about it rather than treat it as an editorial exercise - Kayla and Camille to look at it and outline key questions we should discuss about it
 - FoKLSS staff outline suggested updates – then have 2-hr meeting dedicated to strategic plan – should have board member who works with staff to set up meeting outline.
 - Notify board that the team will be doing monthly strategic planning sessions (open invite to board members)
4. Next board meeting date
 - August 2021 – 24th, 25th or 31st

5) Closing (7:25 pm)
