

BVLD Airshed Management Society

Notes of meeting held June 16, 2008

<p>PRESENT:</p> <p>GUESTS</p> <p>REGRETS</p>	<p>Laurie Gallant Paul Schwarz Ben Weinstein Dave Stevens Dave Duncan Doug Bysouth Joanne Dickenson</p> <p>Ashley Jacobs Colin Macleod</p> <p>Frits Goossen Ian Sharpe (alternate AJ Downie)</p>
<p>CALL MEETING TO ORDER</p> <p>ADOPTION OF AGENDA</p> <p>MINUTES</p> <p>UNFINISHED BUSINESS</p>	<p>Paul Schwarz called the meeting to order at 2:05pm. Laurie Gallant volunteered to be recording secretary.</p> <p>Adopted with addition of Dave's agenda item: Library website for not for profits.</p> <p>Minutes adopted.</p> <p>3. Upcoming events. WEST workshop is targeting researchers with an objective of study design for next year. The workshop is open to AMS board, starts at 8am tomorrow at the Old Church. Information on Carbon Neutral strategies will be forwarded to Board.</p> <p>6. Financial report. A proper project proposal is recommended over a general funding request. Board approves policy of incorporating 10% admin fee for total project costs in all funding requests – this can be spread out amongst tasks if needed.</p> <p>7. Workplan update. MOE to provide AMS with report on NEWPRO consultations for Ch.5 of Clean Air Plan.</p>
<p>CORRESPONDENCE</p> <p>Jay Shukin, Epcor: Press release – West Fraser and EPCOR exploring biomass power opportunity in Houston.</p> <p>Greg Baxter, FPInnovation s: New funding is available that may be of interest to AMS.</p>	<p>ACTION</p> <p>A delegation was scheduled for today but was cancelled Friday afternoon as nobody was available to make the presentation. Jay will be in touch to reschedule.</p> <p>Paul received a request to make an announcement during the Community Forum has been received. We will find time for this announcement after Dave Steven's presentation if not sooner.</p>

<p>BOARD DEVELOPMENT REPORT</p> <p>Mission Statement</p> <p>Receipts for expenses incurred by Directors.</p> <p>Performance evaluations</p>	<p>Board training was attended by Dave Stevens, Frits Goossen, Laurie Gallant, Ashley Jacobs (partial) and Colin Macleod. Laurie's report provides nine recommendations and was received for information.</p> <p>A statement similar to our tagline "Clean air solutions we can all live with" was discussed but due to time constraints the Board chose to defer this item. We want a short, concise statement that is easy to remember.</p> <p>Joanne will bring wording for a policy forward in time for the next Board meeting. All agreed that receipts for expenses incurred seemed reasonable since funds are not available for reimbursement at this time.</p> <p>Laurie has templates for Board self-evaluation and will continue looking for evaluation forms for staff and partners.</p>	<p>ACTIONS</p> <p>Use e-mail to develop a new mission statement for adoption at the next Board meeting.</p> <p>Joanne to draft and circulate policy for issuing receipts in time for adoption at next meeting.</p> <p>Laurie to circulate Board self-evaluation templates so that Board can choose which one AMS will use.</p>
<p>FACILITATOR'S REPORT</p>	<p>Board received report for information and approved recommendations.</p>	<p>ACTIONS</p> <p>Laurie to submit updated workplan to Board ending March 31/09.</p> <p>Clean Air Plan Update Committee to be formed with goal of draft Plan for Oct 31/08.</p> <p>Terms of Reference needed for Forest harvest debris management including annual delivery of Burn Operators forum.</p>
<p>WOODSTOVE EXCHANGE PROGRAM REPORT</p>	<p>Report received for information. Terms of Reference for Committee accepted as written.</p> <p>Annual timeline for campaign tasks needed to ensure meaningful input from Committee members. Is early September too late?</p> <p>Noted that Colin is only available evenings during the summer with some daytime work for community outreach.</p>	<p>ACTIONS</p> <p>Colin to circulate campaign timelines and outreach schedule.</p> <p>Colin to work with Laurie to recruit members and organize first meeting of committee to support fall campaign.</p>
<p>IDLING REDUCTION CAMPAIGN</p>	<p>Ashley was introduced to the Board. The report was received for information.</p>	<p>Terms of Reference needed for subcommittee.</p> <p>Joanne to recruit Houston high school students.</p>
<p>SCHEDULE OF MEETINGS FOR 2008</p>	<p>Week of August 18 for next meeting with emphasis on approving new workplan and terms of reference for Clean Air Plan update. Week of December 8, week of</p>	<p>Laurie to develop agenda and confirm date for August meeting.</p>

	March 2 and late May or June for AGM. Noted that Ben is on paternity leave for six months starting December 1 – a Board alternate (i.e. Ben's replacement) can be arranged.	Ben to make recommendation re: his alternate during six month leave.
LIBRARY WEBSITE	Dave Stevens noted that the Smithers Public Library is working on a website project to provide free hosting service for local not for profits. This may save AMS some money.	Dave to keep Board posted on free website option. Ben to confirm when current website hosting contract expires.
ELECTIONS	Two nominations received: Jeff Anderson as individual and AJ Downie as government to replace Ian Sharpe. Discussion held on who will fill executive positions and concept of rotating chair. Due to health reasons Frits was unable to be here but all agreed to nominate him in his absence and this motion was encouraged by Fire Chief Jim McBride from the Village of Burns Lake. All agreed that rotating chair is beneficial to AMS and President.	BC Society paperwork with new names and positions to be completed and mailed. Laurie to contact Frits and confirm Board position. Rotating chair to be decided at next meeting. First meeting to be chaired by new president if possible.
REVIEW OF ACTION ITEMS	Laurie reviewed action items and noted that minutes will be circulated within two weeks.	
ADJOURNMENT	Meeting was adjourned at 2:00 pm.	