

MCFC Board Meeting Minutes: January 28th 2019.

In attendance: Mary Jane, Don, Georgie, Jane, Katie, Donna (phone), Will.

Date for Four-mile Stillwater Trail:

Trail opening event is a requirement from NSE, and should take place in June. Forest songbirds could be a part of the guided walk opening. It's possible that we could co-host the opening with Annapolis County? We could write a promotional article and submit to papers before the date.

Planning to have another work party before then to clean up trail, put in trail markers, spread mulch, etc. Tentative date chosen: May 25th. Maybe we could involve O2 program from the school?

ACTION: Katie to contact Annapolis County re co-hosting and help promote through networks.

Campsite update:

Insurance quote for campsite would be an additional \$750.00 (through Heustis, Digby).

DLF haven't really given any feedback yet. Cody and Mary Jane had looked at some sites, but another scouting excursion with board members would be desirable before choosing sites. Ricky Frail may be able to help identify the best sites. It needs to be accessible, not too far from the road, not too far from water. Campsite scouting date: tentative 24th February. Katie, Donna, Georgie, Katie, Cody and Mary Jane, and Jane should be available.

Board Attendance:

Board attendance and participation has been dwindling.

ACTION: Katie to send earlier reminders ahead of time and encourage board members to attend.

Financial report:

Jane presented the financials. We have a budget deficit at the end of 2018 of \$57,435, with \$54,155 in the chequing account. This was considerably less than the budgeted profit/loss, largely due to the board's decision not to harvest without the approved management plan, pending the Lahey review recommendations, and lower firewood sales to the park. The membership may need clarification on these points. It's worth pointing out that the stumping offer we did get was at a net loss (might be worth putting in stumping offer and showing what year ends would have been (worse)), that we didn't want to pursue harvests that were contrary to management plan as we didn't have agreement on proposed management prescriptions, and that the board did not feel comfortable with the mandate from Westfor to publicly support license renewal, particularly as it is contrary to a request to extend our management area.

MOTION: Jane moved approval of the financial statements as presented. Seconded by Georgie. Motion carried.

MOTION: Will moved that we send financials to our accountant to prepare year end financial statements. Seconded by Don. Motion carried.

Draft budget:

Mary Jane presented the 2019 draft budget.

Revenues:

There are proposed harvests in spring and fall, including more pine harvests. We do not have a contract for campground firewood with Keji this year. Firewood stumpage rates have doubled due to perceived competition with private land, which will make firewood sales less lucrative, and we still need to find someone to process wood private firewood.

Campground numbers are based on 12 sites, \$30/night including firewood, at 50% occupancy.

Workshop budget is the same as last year. DLF grant to last till end March. Processing costs and trucking costs are high especially further away. There is a need for a firewood committee meeting soon.

The DNR grant of \$65,000 is an admin allowance to cover the last six months due to the delay in license renewal.

Expenditure:

Even with conservative numbers we still do not have a balanced budget, especially given the DLF grant. especially given the \$65 grant. There was a discussion about harvesting more wood if markets stay strong, it might be an option. There is an increase budget to cover hiring more technical support, perhaps revamp website to incorporate campsite booking. Until we have a new license it still feels like we can't move confidently forward.

ACTION: Mary Jane to finalize the budget and circulate via basecamp.

Discussion:

What is our biggest priority this year and how does our budget reflect that? Need clear focus for the coming year. We were in the same place last year but really nothing had changed. We will be cutting more wood but making less money. Loss of firewood contract is leaving a hole in our income.

The development of a Land Trust is still a long way off. There might be a way to pilot carbon offsets for government carbon emissions? Camping will require investment that we won't regain in our first year. Firewood production has a positive margin but is logistically hard.

How can we move forward in the light of the Lahey review response? Long-term licenses are likely on hold for likely another year. Another year of extension is not viable economically for us. Even if we can break even and demonstrate community benefit such as business development and recreational opportunities, that would suffice for now. Option: we could request an amendment to our existing agreement in the form of greater operational land base, more silviculture funding, and/or an adjustment to admin cost allowance in our stumpage.

Committee reports:

Many of the committees haven't met in a while.

ACTION: Katie to request that the chairs confirm that they can chair the committees.

Speaking points for the Minister:

We should view this as trust and relationship building exercise, sell the value that we offer, and show how we can help them achieve their goals with reference to the Lahey review recommendations. We need to work together with other organizations and show a united front.

We also need to follow up with the premier. The best way to get a meeting with him is through his constituency office.

Date for next meeting:

Monday, 25th February.

Georgie made a motion to adjourn.

Medway Community Forest Co-operative
Board Meeting
April 15, 2019
Caledonia Hub, Caledonia

Attendance:

Katie McLean (KM) Don Kimball (DK)
Mary Jane Rodger (MJR) Angelika Waldow (AW)
Jane Barker (JB) Jill Francis (JF)
Donna Crossland (DC) George Uhlman (GU)
Friedrich Meyer (FM)

Lands and Forestry= DLF

1. Financial Report

- MCFC has harvested > 3500 tons to date, more than what was projected. We are selling a small amount of bundled to Kejimkujik that was committed for purchase last year. We should be close to budget. Expenses are less than budgeted.
- The grant from Lands and Forestry was received.
- Our income is ~ 37 k below what we budgeted for in the 1st quarter but we will make up for this in the coming months and will have additional income in April.
- We won't be billed for stumpage until Mar 31st.
- There is a large inventory of firewood presently.

Motion by Jane to approve the financial statement. GU seconded. CARRIED.

2. Students

- MCFC is hiring two students for spring/summer months.
- A 'woods ready' vehicle is required for the students who need transportation. Rental rate is ~ \$ 900.00/mo. An SUV or truck is required.
- The possibility of purchasing a used vehicle to sell later will be explored, perhaps from an auction.

3. Operations

- We've cut ~ 3600 tons to date this year over two harvest areas using WestFor operators. A shelterwood harvest was completed along with two smaller Variable Retention harvests, using the new Lands and Forestry variable retention guidelines.
- Firewood: we will process 200 cord this spring. A contract will be drawn up in the coming weeks for the contractor to work exclusively on our firewood processing.
- We will continue to explore the possibility of a Kejimkujik firewood contract handled by Friends of Keji, and the construction of a kiln in partnership with another contractor for drying firewood. There are other potential firewood contracts we can explore to help pay for the kiln.

- MCFC plans to help other people run businesses in the community, while Keji and potentially others receive wood from sustainably managed sources. Additionally, we have other clients purchasing winter firewood.
- Stumpage increased in 2019 so firewood is not as lucrative as last year.
- We are moving forward with new business development as outlined in the Business Plan. Large dimension white pine wood sales to the UK forecast a generous profit. We are exploring making some poplar into lumber and selling other under-utilized species to a local mill.

4. Niche market funding

- Rural innovation District – Jane B. applied on short notice and obtained funding for a business development for the Western Woodlot Services Coop for specialty wood products (e.g. trees with sweeps, burls, chaga, curly maple, etc). It was funded (30 k) and will employ Abby Lewis part-time. The MCFC should explore this in future.

5. Letter to Julie Towers, Lands and Forestry

- The MCFC composed a letter addressed to the Deputy Minister of Lands and Forestry, Julie Towers, with three key requests:
 1. As part of our landscape level planning exercise, we need an increase in license area because we conduct additional activities with a community focus and are very different from other licensees who have only traditional harvest interests.
 2. The Community Forest must be granted the authority, without going through DLF, to facilitate non-timber uses. We presently must proceed through a formal lease process, the same as members of the public, if we want to carry out projects such as implementing rustic campsites.
 3. Amendments to the current administrative allowance to reflect the costs of managing the license area as a community group.

Discussions ensued regarding whether the board should state its intention to step down on Dec 31st should the current agreement with DLF not be altered to grant more reasonable liberty and flexibility to the Community Forest to manage its land. A full 18 months have passed for negotiation of the new license agreement (began in Dec 2017), resulting in the blocking of long-term projects and plans, as negotiations hold everything in limbo. (The original agreement took only 6 months to complete.) There is an obligation to inform stakeholders and membership of the lack of progress toward a new license agreement.

Motion by GU that the letter regarding MCFC license negotiations to the Deputy Minister be amended to reflect the board's agreed response action(s) should the license agreement not be amended as per the board's request. DC-seconded.

6. Proposal to update website

- The MCFC website needs to be updated. MJ put together a website for the Land Trust in ~ 2 days but suggests paying a community member to do the work. However, the money could be spent instead on a marketing strategy. We could obtain more members with some additional marketing.

7. AGM

- MJ will check hall availability for dates in June.
- We will be looking for nominations for board members. Terms for GU and Peter van Dyk are due.
- KM will contact all members to check on status and confirm intentions to stay/leave.
- We are currently 11 board members. We could have 14 members.

Motion: Adjourn-JB.

Next meeting: June 3rd 2019.

**Medway Community Forest Co-operative
Board Meeting
June 3rd, 2019
Caledonia Hub, Caledonia**

Attendance:

Katie McLean (KM)	Don Kimball (DK)
Mary Jane Rodger (MJR)	Angelika Waldow (AW)
Jane Barker (JB)	Will Martin (WM) - call-in
Donna Crossland (DC)	George Uhlman (GU)
Friedrich Meyer (FM)	Jennika Hunsinger (JH)
Craig Hartland (CH)	Freya Clarke (FC)
Jillian Genge (JG)	

Lands and Forestry (LAF)

1. Review of Minutes

Motion to accept the meeting minutes by DC. Seconded by DK.

2. Financial Report

- We've had income of ~ \$52 k (exact reporting pending). Stumpage payment didn't get reported properly from the accountant and requires corrections.
- Roadside firewood sales ~ \$16 k.
- Direct costs are related directly to the harvesting costs.
- Our current bank balance is ~ \$60k and is not expected to drop. WestFor owes for the past two months.
- The final financial report will be approved on Basecamp.

3. AGM

- John Porter is speaking on the MCFC negotiations update. Jamie Simpson is also presenting. Mary Jane will be providing the General Manager's report and Will will provide negotiations update.
- We've paired the meeting with a hike/opening of the Four Mile Stillwater Trail in the afternoon.

4. Campground update

- A Ministerial amendment may be granted to provide special permission for a campground. How this looks exactly remains uncertain.
- GU said that a 'Commercial Interest permit' will be required for Annapolis County.
- There are many immediate steps required before the campground can be constructed.
- Construction of outhouse and woodshed, picnic tables will be necessary, likely through charitable donation. MJ will circulate the basic plans on Basecamp.

4. Operations

- We obtained a 2005 Dodge Dakota truck for \$2800.00 + tax for operational tasks. Great purchase!

- We've encountered issues in the last part of the harvest with firewood being improperly sorted with too much poplar and some rotten wood. The contractor had been conducting a well-orchestrated harvest over a couple of months, but near the end stopped sorting wood products as per the contract. Stipulations were very clearly stated on the outset and had been followed except for the last part of the harvest. Consequently, we have not paid for the last batch of wood. It will have to go for biomass, but it was suggested that we pay firewood stumpage rates (higher than for biomass rate).
- One of the other piles is verging on 25% poplar. We will have to pay for sorting.
- 230 cord with 30-40 % poplar is probably going to be allocated to Brooklyn Energy (biomass) instead of toward firewood orders. It reduces profits by ~ \$ 2500.00 and is wasteful of forest products.
- LAF have not yet made a final decision on how we will be charged for stumpage.
- What is the process to follow for such a dispute? We can get another opinion, maybe from a provincial scaler. MJ could try speaking directly with the contractor to see if this can be resolved.

5. Update from Will Martin (WM) on MCFC negotiations

- There was a discussion regarding a response letter that stressed our initial requests and emphasized that the MCFC is in a difficult position. We are trying to move things forward in a positive direction, but the governance framework is not in place to execute timely decisions.
- The current financial context of the MCFC requires an increase in land base, and/or an amendment to the current administrative allowance, access to additional silvicultural funds.
- LAF is undergoing a policy structure shift related to the forestry review that makes it very difficult to address our requests. It's not likely to move any time soon.
- Regarding our request to amend the admin cost allowance: It was last adjusted over 10 years ago. We're making the case that a community forest manages for a wider set of goods and benefits and therefore requires an administrative cost allowance above the regular rate. There is an admin cost allowance for developing a management plan, and operational expenses etc. but it's out of date. There is openness to have this conversation this calendar year.
- The 3rd category that would change our financial picture would be access to more silvicultural funding (e.g. precommercial thinnings, etc.). Access to partial harvest funding is needed in timber blocks that incur accessibility issues (roads, large boulders) and therefore higher operational costs. But there is a silvicultural deficit.
- There was an announcement in the budget of an additional \$1 million for silviculture, so it is possible that there may be some path forward on this issue.
- It's likely we won't have a long-term license agreement for at least another 1-2 years.
- There are other pieces that could make this more viable. A viable cash flow reserve for timber harvesting would be helpful. We may receive another \$98 k in funding for admin cost allowance to bring us to March 2019, that would assist to year end with harvesting activity and allow us to build some community pieces such as the trail, but the actual deliverables have not been sorted out for receiving this funding. However, this is the most plausible way to maintain operations past the end of the calendar year. A strategy is required that depends on some major items to be tackled first and foremost. Aspects of the required strategy hinge upon 1) Revisions to the Forest Management Guides (this is paramount to progressing with ecological forestry practices), 2) Class 2 Environmental Assessment review process (as per Lahey Recs), and 3) updating the Western Crown Land planning process.

A discussion ensued on the blockages to MCFC progress-

The MCFC can be regarded as a party that demonstrates to govt how to manage public land differently for a wider set of learning objectives.

The work plan will be linked to the business plan. Biodiversity monitoring initiatives will be tied to the learning objectives.

WM is willing to facilitate a round table discussion on the negotiations. If there is no grant and no movement from LAF, we may want to discuss how the MCFC will proceed. Reviewing our learning objectives with the membership may be worthwhile. Some discussion was held on the value of a facilitated discussion. The board agreed that it will be beneficial and maintains transparency. There is a very real possibility that our vision may have to change substantially if conditions don't come together soon. It will be increasingly difficult to maintain our Crown land license. We may consider shifting focus to the Land Trust and to other worthy objectives.

Items that are blocking LAF from issuing long-term licenses to the MCFC were discussed. For example, the MCFC should have consideration for a more expedited process surrounding projects like campground development beyond other members of the public. We submitted a development plan last week. Taking another grant should not be considered unless it provides a more stable context for the community forestry. (The initial grant was 274 k, followed by an additional 65 k. The initial proposal for the MCFC was predicated on being granted a substantially larger land base, so we settled on a smaller pilot and bridged the financial gap with grants. We had envisioned that we would put harvest blocks up for bid in a tendering process and companies would bid for the work, but when Westfor was created, it vastly altered the economic structure. Harvests presently don't cover operational costs of the MCFC. Crown land stumpage structure needs to be revised for a third-party operator. Furthermore, we don't cut enough amounts to receive adequate silvicultural thinning funds.

We've learned much from the 3-year pilot phase, and performed relatively well despite the odds, but we must now move forward with some key elements.

The stud wood market is presently more lucrative. JG suggested the students ground truth some of those locations for commercial thinnings (ie. merchantable partial harvests).

- A round table was conducted on what the board thinks about what we should do with regards to taking an additional grant or not, and whether to continue to harvest trees. After some discussion the board decided to accept the additional grant funding and to continue to harvest.

6. Update NouLab academy (social lab)

MJR spent some days working with a broad variety of participants (including Community Forests International, Mi'kmawey Forestry & UNB) developing 200 solutions on issues related to the

climate crisis and how to support healthy community forests on private land. The lab developed the concept of a Maritimes Forestry Accord, that can invite people to sign on to the Accord, deciding what they are going to do in the Accord according to various decision pathways. Growing a Maritime Forest Accord across the commons was discussed as 'a land base that is accessible to all', sort of like a Land Trust. They addressed Private property rights and tied considerations to First Nations.

7. Summer Events

- Freya will attend 4 different farmers markets
- July 6th Operations Tour
- July 13th Wild Foods Workshop
- Forest Market and Fair will be held in Annapolis Royal this year
- Possibly an evening yoga in the woods and re-try the "women in the woods" backcountry camping event

8. Firewood

- We were going to process ~200 cord. However, Robbie Rawding has offered to buy the wood, process and sell it, or he'd act as our delivery driver and truck it at a flat rate.
- Roadside wood costs us \$80/cord to produce and sells it at \$90/cord. So it makes sense to allow Robbie to cut and sell it. Flat rate cost would be \$220/cord (we pay stumpage and harvesters). AW mentioned that the HST charge is off-putting.
- If we sign a contract, the processor would have to buy a certain amount of wood each year. (We currently have someone who would purchase a 1000 cord.)
- The question was raised how the buyer/processor would segregate the MCFC wood from other wood.
- Decided that we should sell our inventory and cut/split client list to RR on the condition he agrees to buy a set amount of roadside wood from us each year.

Motion: Adjourn: DC.

Next meeting: AGM – Saturday, June 8th

Medway Community Forest Coop
AGM 2019
Meeting Minutes
June 8, 2019
Maitland Bridge Hall, Maitland Bridge, NS

MCFC Staff: Mary Jane Rodger- Executive Director, Frey Clarke- Summer Intern, Jennika Hunsinger- Summer Intern

MCFC Board members in attendance: Katie McLean (Chair), Jane Barker (Treasurer), Will Martin (Past-Chair), Don Kimball, George Uhlman, Angelika Waldow, Donna Crossland (Secretary)

New Directors: Friedrich Meyer, Michael Gunn

Public at large: Large number of members/ shareholders. Hall was in full attendance.

Agenda

1. Approval of AGM minutes
2. New members
3. Election of Board Members
4. Financial Report

- Katie reminded all *members* that they are welcome to vote on issues. Interested people who would like to join the MCFC can become members after the meeting. For future years, we can take nominations for new directors in advance of the AGM.
- Mary Jane assured that membership certificates are going out shortly. She reminded members present that all Board meetings are posted online for the public to view.

1. Approval of AGM Minutes

Reviewed the 2018 AGM minutes on screen.

Motion. Will Martin approve the acceptance of 2018 AGM minutes. Seconded by Craig Fancy. CARRIED.

2. New members

- There has been a good increase in membership this year, experiencing roughly 6 new members each month. The MCFC is now comprised of ~ 145 members. Share numbers are 175 because some people purchased multiple shares.

Motion. George Uhlman moved to accept the new members of the MCFC. Seconded by Craig Fancy. CARRIED.

3. Election of new board members

- Jill Francis and Peter van Dyk have stepped down. Peter's hard work and dedication through past years, particularly with firewood, was greatly appreciated.
- Some seats are reserved for various areas of interest.
- Two new board members were present: Friedrich Meyer and Michael Gunn (member of Annapolis County Council).
- Abby Lewis was nominated to the board, but absent from the meeting.
- George Uhlman re-offered.

Motion. Jim Crocker to accept 3 new member nominees. Seconded by Will Martin. CARRIED.

4. Financial Report

Year-end balance sheet was circulated. Financial report presented by Jane Barker (attached)

Motion. Jane Barker moved to approve the financial report. Seconded by George Uhlman. CARRIED.

Motion. Craig Fancy moved to adjourn. CARRIED.

**Medway Community Forest Co-operative
Board Meeting
Aug 1st, 2019
Caledonia Hub, Caledonia**

Attendance:

Katie McLean (KM)	Don Kimball (DK)
Mary Jane Rodger (MJR)	Angelika Waldow (AW)
Jane Barker (JB)	
Donna Crossland (DC)	George Uhlman (GU)
Friedrich Meyer (FM)	Jennika Hunsinger (JH)
Abby Lewis (AL)	Freya Clark (FC)
Jillian Weldon-Genge (JG)	

Lands and Forestry (LAF)

Agenda:

- Finances
- Funding and negotiations update
- Potential subcontracting opportunity - CFS
- Outreach update (events, website)
- Campground update
- Motion re. hiring contractor for construction
- Operations update
- Firewood update
- Future of firewood assets (splitter etc.)

4. Welcome new board members

Welcome to Abby Lewis and Friedrich Meyer. They both have pertinent backgrounds that will be valuable toward MCFC objectives. Michael Gunn (Councilor for the district in which the MCFC is located) is also a new board member but was absent for this meeting.

5. Executive Election

Chair: Katie McLean
Past Chair: Will Martin
Secretary: Abby Lewis
Treasurer: Friedrich Meyer
Officer: Jane Barker

MOTION that new members are the following; Secretary- Abby Lewis, Treasurer- Friedrich Meyer, and Officer- Jane Barker: DC, DK seconded.

6. Review of Minutes

MOTION to accept the meeting of June 3rd minutes: DC, JB seconded.

7. Financial Report

- Revenue is ~56 k for June. This included firewood for Keji, firewood roadside (public roadside deliveries), stumpage tender.
- Trucking costs were ~ 10 k
- There was still some confusion over what the bookkeeper posted in the records.
- June was an expensive month with AGM costs, rent for summer students, equipment for the biodiversity study, and three pay periods with two summer students.
- We will keep the truck (15-year old truck with 85K km). We would spend more in mileage traveling to the woods with a personal vehicle. We will need a truck next year.

MOTION to approve the financial statement: JB. Seconded DC

8. Professional Development

- Land Trust Alliance Rally in North Carolina. May cost \$1700.00-1800.00. Jamie Simpson attended last year and recommended attendance.

MOTION to send MJ to Land Trust Alliance Rally: DK. Second AL

9. Negotiations update

- Nothing new to report. We are still awaiting funding and are working on the new deliverables. We are still working through the interim stage and moving to a long-term license agreement.
- The MCFC will be part of a targeted stakeholder group with regards to the FMGs.

10. Potential subcontracting opportunity

We've been asked by Michael Stastny, Canadian Forest Service (CFS) to perform silvicultural trials that may enhance resistance of hemlock to Hemlock Woolly Adelgid (HWA). CFS has limited staff capacity in NS and is searching for treatable hemlock stands in the area. The work will be collaborative with WestFor, MTRI, and Parks Canada.

There is about 80 hrs for two employees for Stages 1 and 2 of the trials, and perhaps an additional 40 hours. Dr Stastny will go through a forest protection group for funding the treatments.

MCFC's hourly rate for subcontract rate is \$35, maybe up to \$40.00. Students possibly \$25.00.

The board wants to do the project, but it cannot be a financial drain. Perhaps we can start at a \$50.00/hr wage. This work fits our role with regards to research and development.

11. Upcoming Events

- Yoga in the woods next weekend. Fee \$15.00/person.
- Forest Fair on August 18th.
- Wild Foods Event-Sept 14th
- We hope to reschedule an operations tour in the fall.

12. Website update

MJ made a new website for the MCFC. It looks great!

13. Campsite update.

- It has gone through the Land Admin process. It is now being reviewed by IRM team and the Mi'kmaq. Progress is good. We hope to have an answer by early autumn. MJ and FM looked at

Keji's trail project with Bill Goulding of Sustainable Trails. Next steps are that we would hire a contractor for trail building, contingent on funding obtained.

- MCFC could help Georgie run reservations for his sites as MCFC will hire a 3rd party to run reservations.

14. Operations update

- We completed a harvest with Freemans Ltd and Eisensor's Forestry Ltd in the Oak Lake area. We didn't get the tonnage forecasted (~750 of an expected 900 tonnes). The site was lowered roughly 30% to ~ 23m²/ha BA
- We received approval for additional funds to complete three shelterwood harvests that were originally scheduled to harvest in 2017. We hope that Freeman's will be able to complete this work in the fall.
- Some additional blocks were approved by IRM but have not yet gone through Mi'kmaq approval process, so they are not yet ready for public review.
- The unsorted remaining wood from the WestFor breach will likely have to be sold to Brooklyn Energy for biomass, so there was some waste of what could have been firewood. However, it didn't cause too much of a loss and the lower stumpage rate was granted.

12. Firewood update

We divested of the logistical issues associated with processing firewood; and sold our inventory to Robbie Rawding (RSR Wood Products). He received our client base, including the Kejimkujik firewood contract. He's signed a contract that we will purchase 300 cord this year and 500 cord next year. He will ensure to keep the wood from MCFC lands separated from other sources. We are pleased with the arrangement. He's a local person running a local business but purchasing MCFC wood and will be expected to market MCFC wood as a distinct product to a client base.

We will likely want to sell the wood splitter, given this new arrangement.

13. Drone survey

A drone survey of MCFC lands will take place starting on Aug 12th. The company, Orix, out of Toronto, is building a forestry division. They will use multi-spectral photography. We will obtain up-to-date stand data, drainage date, bare earth, etc. This will negate the need to use ortho images any longer.

14. Biodiversity plots

There are 25 plots across the more accessible areas of the MCFC license area, including one in the Seven Mile Lake burn. Each plot was measured using 3 prism sweeps, and other associated forest metrics. Mammal observations were gathered through trail cameras. Bird surveys were completed on 12 sites that were surveyed twice. There are digital recordings for all surveys and Dr Staicer is assisting with analysis.

Motion to Adjourn: KM.

**Medway Community Forest Co-operative
Board Meeting
Oct 2nd, 2019
Caledonia Hub, Caledonia**

Attendance:

Katie McLean (KM)	Don Kimball (DK)
Mary Jane Rodger (MJR)	Angelika Waldow (AW)
Jane Barker (JB)	Kendra Marshman (KM) phoned in
Donna Crossland (DC)	George Uhlman (GU)
Friedrich Meyer (FM)	
Abby Lewis (AL)	
Jillian Weldon-Genge (JG)	

Agenda:

- Financial Report
- General Manager Update
- Land Trust Offer
- Campground and Negotiations Update
- Operations update
- Strategic Planning Session

1. Review of Minutes

MOTION to accept the meeting of August 1st minutes: DC, JB seconded.

2. Financial Report

- Total July income: \$15 000, and August: \$10 000
- July and Aug made \$7000 from harvests, additional revenue came from trail development grants, received final payments from 2018 grants.
- Total operational expenses (firewood harvest): \$14 000
- Discussed attaching MCFC promotional material to Robbie Rawding's firewood orders.
- Discussed ceasing payment of student rent (\$200/month/student).

MOTION to approve the financial statement: FM, DC seconded

3. GM Update

- MCFC Forest Fair was a well-attended success.
- The Wild Foods Workshop on Sept 14th was well attended, MCFC made \$5 per participant.
- Orix drone survey occurred in September, data (digital surface model, detailed veg layer) to come this fall.
- Presented to Dr. Sue Gass' Dalhousie class, for continued vegetation sampling at 7 Mile Lake Fire sites.
- Worked on UNB red oak study for one week

- Tree-planted with North Queens Community School forest management class in September, will make more of these opportunities in the future.
- Attended FMG development meeting, wrote response letter on behalf of MCFC.
- Attended Interim Retention Meeting for licensees.
- Partnered with MTRI to submit SFI proposal for CFS HWA thinning trials.
- Might give two days to Acadia seed collection project.
- In discussion with KNP to work on operational plan for campground salvage and biodiversifying project.

4. Land Trust Offer

Registration should be approved by November. MCFC might consider transferring the NB Community Land Trust charitable status to our Land Trust if we have difficulty getting our own charitable status.

5. Campground and Negotiations Update from DLF

Both still in Department review processes. Sustainable Trails (Bill Goulding) can do campground work in fall or more likely in spring 2020.

6. Operations Update

No update. Hurricane Dorian has delayed a fall harvest with Freemans. Blocks previously sent to IRM review still in Mi'kmaq review process. Currently at 6000 t, aim to harvest 8500 t by year's end.

7. GM Performance Evaluation

MJR's recent performance evaluation discussed- BOD is pleased with her progress, diligence, work ethic, and are very pleased to have her in this role. Discussed salary increase and change of title to Executive Director. (\$56 000 increased to \$58 800). Retention is the driving factor for this increase.

MOTION to give MJR raise of 5% this year GU, DK seconded.

Also discussed was BOD stepping back to become higher-level rather than operational and closely involved.

8. Strategic Planning Session

BOD broke into three groups to discuss three topics (ecotourism, small scale wood markets, working land trust).

Next BOD meeting potluck on December 4th

MOTION TO ADJOURN: DC

Medway Community Forest Co-operative (MCFC)
Board Meeting
Dec 3rd, 2019
Caledonia Hub, Caledonia

Attendance:

Katie McLean (KM)

Mary Jane Rodger (MJR)

Abby Lewis (AL)

Jane Barker (JB)

Will Martin (WM)

Friedrich Meyer (FM)

Donna Crossland (DC)

Agenda:

- Treasurer's report
- Negotiation update
- Research update
- Campground update
- New Business

9. Review of Minutes

MOTION to accept minutes of the Oct 2, 2019 Board of Directors meeting: DC, seconded JB

10. Treasurer's Report

- Total income October = \$59 125, primarily due to grant funding (\$49,000) from Lands and Forestry
- New income for hardwood sales for hardwood pulp that was left roadside following spring 2019 harvest
- Bank balance ~ \$ 87,000
- Generating revenue from contracts with Kejimikujik National Park and National Historic Site (KNPNHS) and with the Canadian Forest Service (CFS), although not yet invoiced.

MOTION to approve financial statement: FM, seconded WM

11. Negotiation Update

- In November meeting with Nova Scotia Department of Lands and Forestry (NSDLF), MCFC proposed to become research and demonstration forest for ecological and multi-value forestry as the regulatory framework fallout from Lahey Review settles and long-term agreement can be negotiated. This will involve several-year (likely 2-3) funding agreement with NSDLF allowing our focus to move away from generating income and towards acting as a research body.
- Agreed to maintain current agreement in for this transition, however with a renewal include a Memorandum of Understanding (MOU) between the MCFC and the Department as an appendix. Terms and objectives will be developed during upcoming negotiation meetings.

MOTION to authorize Negotiating Committee to pursue temporary adjustment to MCFC focus in order to establish an MOU during extended negotiating period, including multi-year funding agreement: WM, seconded AL

12. Research Update

- Discussion of organizing public and professional operations tour(s)
- CFS HWA work with Michael Stastny and Colin Gray at the Mersey Tobeatic Research Institute (MTRI) on private land will continue for 2-3 months
- Kejimikujik National Park and National Historic Site (KNPNHS) silviculture planning project will continue 2-3 months more
- These collaborative projects are excellent opportunities for the MCFC
- WM made comment that MJR pursuing these collaborative research projects should be tracked to ensure she is compensated equitably as these duties are beyond the scope of her role as Executive Director of the Community Forest

13. Campground Update

Integrated Resource Management (IRM) review complete, status is uncertain. Our application remains with Land Services Branch. We will require a legally binding agreement with an adjacent landowner to indicate that a proposed trail over his land will be acceptable. MJR will write letter of complaint to the Director of the Land Services Branch asking to move application forward, excluding the problematic trail. Board of Directors would like resolution before Christmas.

14. New Business

- There is a need to update bank account signing authority to those currently on Board of Directors

MOTION to remove anyone not presently on BOD as signing officers, to be replaced with FM and AL: WM, seconded DC.

MOTION TO ADJOURN: WM