

NICC Meeting Minutes

Date & Time: Thursday January 12th, 2017 @ 5:00 pm @ IFS

Conference Call Information: 1-877-353-9184 Participant ID: 6207347

Members Present:

- Judy Carlson, MFLNRO – PG District
- Tim Giesbrecht, IFS
- Andrew Potter, IFS
- Alex Burkinshaw, Allnorth
- Eric McCormick, Westland Resources – Terrace
- Luke Wichrowski, MFLNRO – FS James
- Brandon Albino, BCTS – Mackenzie
- Sheena Colton, CANFOR – Chetwynd
- Eric Kishkan, West Fraser - Quesnel
- Tyler Suel, IFS
- Brandon Collison, CANFOR – PG
- Calvin Strom, CONIFEX – Mackenzie

Members Absent:

- David Morrow, CANFOR – FS John
- Greg Jonuk, MFLNRO – Omineca Region
- Lisa Spingle, CONIFEX – FS James

Agenda:

1. Approval of Previous Meeting Minutes
 - Last meeting was December 8th, 2016.
2. Action Items from the Previous Meetings

Item #	Action Items	Person(s) Responsible	Status	Comments
1	2016-10-27: Tim to talk about FMB with Brian Robinson to determine need for a continued representative on the FMB board from the NICC.	Tim Giesbrecht	Completed 2017-01-12	2016-12-08: Tim talked to Ron McCreedy & Phil Smith but he still needs to find out more info. 2017-01-12: Since the FMB meetings are confidential, we should just have a liaison. Tim suggested that the Chair take on that role. Alex agreed to do so.
2	2016-10-27: Tim will have an end of year statement out by December 31 st , 2016.	Tim Giesbrecht	Completed 2017-01-12	2016-12-08: It is ready to go for the end of December. Tim just wants to go to the bank and confirm where the term deposit and service fees are at first. 2017-01-12: Tim has prepared a draft year end statement. We had a net gain of \$4,586.87 in 2016. Our Scholarships are about 10% of our budget. ACTION ITEM: Tim to email the year end statement out to the group ASAP.
3	2016-10-27: Tim to draft up the letter to get the signing authorities changed.	Tim Giesbrecht	Completed 2017-01-12	2016-12-08: The letter has been drafted up but Tim is waiting to talk to the bank regarding reduced fees for community service organizations. Tim & Andrew discussed the banking needs and thought that if we are going to change banks we need to change for costs and

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				<p>convenience as most of our transactions are electronic now.</p> <p>2017-01-12: A letter has been drafted up with Tim G., Andrew P., Alex B., Brandon A. and everyone agreed with this.</p>
4	<p>2016-10-27: Tim to get the website updated (by Hans) to reflect the new board of directors.</p>	Tyler Suel	In Progress	<p>2016-12-08: Tim is aiming to have this done by the end of December.</p> <p>2017-01-12: Tyler has agreed to take this on for Tim as he is swamped with work right now.</p>
5	<p>2016-10-27: Everyone to think about questions for survey to build the topic base for the 2017 AGM.</p>	Everyone	In Progress	<p>2016-12-08: We discussed the questions that Luke has written down and Greg and Luke will work on finalizing the questions for the next meeting. Perhaps making a few of them multiple choice questions instead of all open ended answers. Eric M. suggested questions related to field topics and guest speakers for the office day.</p> <p>2017-01-12: Alex would prefer to have less open ended questions as it can be difficult to compile them. Sheena said people are more likely to complete a survey if it is more multiple choice questions.</p> <p>ACTION: Everyone to review the questions and propose changes by January 27th.</p> <p>ACTION: Greg to review and revise questions by the next meeting.</p>
10	<p>2016-12-08: Alex to prepare and send out letter to the Ministry on NICC letterhead regarding the MFLNRO Check Cruisers Roles/Principles in the Cruising Manual. The new tentative wording to be adjusted by Alex is: "A field check should be performed during suitable conditions no later than 60 days following a formal check cruise request submitted to the appropriate district office. The check cruiser should provide an opportunity for the cruiser or company representative to attend the</p>	Alex Burkinshaw	Completed 2017-01-10	<p>2017-01-10: Alex sent out the letter with suggested language changes to the manual as reviewed and agreed upon by the board.</p>

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	audit.”			
11	2017-01-12: Tim to email the year end statement out to the group ASAP.	Tim Giesbrecht		
12	2017-01-12: Everyone to bring a topic or idea for the AGM to next meeting.	Everyone		
13	2017-01-12: Brandon & Alex to locate a suitable field site for the AGM.	Brandon Collison & Alex Burkinshaw		
14	2017-01-12: Everyone to provide comments on the Draft Cruising Manual Amendment to Alex by January 23 rd .	Everyone		
15	2017-01-12: Alex to compile comments and draft up a response to the proposed amendments to Beth by January 27 th .	Alex Burkinshaw		
16	2017-01-12: Tim to email out the draft NICC Policies & Principles document to everyone.	Tim Giesbrecht		
17	2017-01-12: Everyone to review the draft NICC Policies & Principles document for the next meeting.	Everyone		

3. Financial Summary

- We had a net gain of \$4,586.87 in 2016 for year-end balance of \$32,972.02. We contributed \$2,500 to CNC & UNBC for scholarships this year which is roughly 10% of our income.
- We had 159 paying registrants at the AGM last year (174 in total) which is the most we have had at any AGM.

4. Website Update

- Tyler to get website updated as per Action Item #4 above.

5. 2017 AGM Planning

- Date for AGM - Wednesday May 3rd & Thursday May 4th 2017.
- Survey to Membership for AGM Topic Suggestions
 - See Action Item #5 above for comments.
- Andrew has booked UNBC for May 4th, the Canfor Theatre again. They are offering the dining room to us where there is a bit more room but it is further away so we will keep it as it is for now.

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- Andrew has made a tentative booking for the dinner at the Sandman as it is already booked for May 3rd. The lady is supposed to get back to Andrew soon to confirm this.
 - We need guest speakers for during the day and for the evening dinner.
 - Brandon suggested a Canfor Biologist for a migratory birds talk.
 - Tim suggested bioenergy fibre supply might be a good topic.
 - Andrew would like to look into getting John Pousette to talk about timber supply as he was unable to make it last year.
 - **ACTION ITEM:** Everyone to bring a topic or idea for the AGM to next meeting.
 - We need to decide on a field site for this year. We could use the same one as last year or have a look to see if there is another suitable site.
 - **ACTION ITEM:** Brandon Collison & Alex to locate a suitable field site for the AGM.
6. Any Other Business
- Lisa Spingle's Resignation email.
 - Lisa has resigned from the NICC as she is no longer with Conifex and has moved to Vancouver Island.
 - Judy spoke with Ron Alton and Calvin Strom would like to join the NICC in Lisa's place.
 - Draft Cruising Manual Amendment
 - Comments must be submitted to Beth Eagles before January 31st, 2017.
 - **ACTION ITEM:** Everyone to provide comments on the Draft Cruising Manual Amendment to Alex by January 23rd.
 - **ACTION ITEM:** Alex to compile comments and draft up a response to the proposed amendments to Beth by January 27th.
 - NICC Policies & Procedures
 - Tim G found an old version of this that was never adopted and took a quick stab at revising it. He handed out paper copies to those present at the meeting.
 - **ACTION ITEM:** Tim to email out the draft NICC Policies & Principles document to everyone.
 - **ACTION ITEM:** Everyone to review the draft NICC Policies & Principles document for the next meeting.
7. Next Meeting Date & Time
- Thursday February 9th, 2016 @ 5 pm @ IFS.

Meeting Adjourned: 6:02 pm

NICC Meeting Minutes

Date & Time: Tuesday February 14th, 2017 @ 5:00 pm @ IFS

Conference Call Information: 1-877-353-9184 Participant ID: 6207347

Members Present:

- Judy Carlson, MFLNRO – PG District
- Tim Giesbrecht, IFS
- Alex Burkinshaw, Allnorth
- Eric McCormick, Westland Resources – Terrace
- Luke Wichrowski, MFLNRO – FS James
- Sheena Colton, CANFOR – Chetwynd
- Tyler Suel, IFS
- Greg Jonuk, MFLNRO – Omineca Region

Members Absent:

- Andrew Potter, IFS
- David Morrow, CANFOR – FS John
- Brandon Albino, BCTS – Mackenzie
- Eric Kishkan, West Fraser - Quesnel
- Brandon Collison, CANFOR – PG
- Calvin Strom, CONIFEX – Mackenzie

Minutes:

1. Approval of Previous Meeting Minutes
 - Last meeting was January 12th, 2017.
 - Alex: The minutes are good! No changes needed.
 - All agree.
2. Action Items from the Previous Meetings

Item #	Action Items	Person(s) Responsible	Status	Comments
4	2016-10-27: Tim to get the website updated (by Hans) to reflect the new board of directors.	Tyler Suel	In Progress	2016-12-08: Tim is aiming to have this done by the end of December. 2017-01-12: Tyler has agreed to take this on for Tim as he is swamped with work right now. 2017-02-14: Almost done. It should be completed by next meeting.
5	2016-10-27: Everyone to think about questions for survey to build the topic base for the 2017 AGM.	Everyone	In Progress	2016-12-08: We discussed the questions that Luke has written down and Greg and Luke will work on finalizing the questions for the next meeting. Perhaps making a few of them multiple choice questions instead of all open ended answers. Eric M. suggested questions related to field topics and guest speakers for the office day. 2017-01-12: Alex would prefer to have less open ended questions as it can be difficult to compile them. Sheena said people are more likely to complete a survey if it is more multiple choice questions. ACTION: Everyone to review the questions and propose changes by

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				<p>January 27th. ACTION: Greg to review and revise questions by the next meeting. 2017-02-14: The group reviewed the questions for the survey and made some tweaks. ACTION: Greg to review and finalize. It has been suggest that we will do a paper evaluation at the AGM and possibly do a raffle draw for those that have contributed something.</p>
11	2017-01-12: Tim to email the year end statement out to the group ASAP.	Tim Giesbrecht	Completed 2017-01-20	
12	2017-01-12: Everyone to bring a topic or idea for the AGM to next meeting.	Everyone	In Progress	2017-02-14: Everyone to bring topic and guest speakers suggestions to next meeting.
13	2017-01-12: Brandon & Alex to locate a suitable field site for the AGM.	Brandon Collison & Alex Burkinshaw	In Progress	2017-02-14: No update yet on possible locations.
14	2017-01-12: Everyone to provide comments on the Draft Cruising Manual Amendment to Alex by January 23 rd .	Everyone	Completed 2017-01-27	
15	2017-01-12: Alex to compile comments and draft up a response to the proposed amendments to Beth by January 27 th .	Alex Burkinshaw	Completed 2017-01-25	2017-01-25: A pdf letter has been emailed to Beth Eagles.
16	2017-01-12: Tim to email out the draft NICC Policies & Principles document to everyone.	Tim Giesbrecht	Completed 2017-01-20	
17	2017-01-12: Everyone to review the draft NICC Policies & Principles document for the next meeting.	Everyone	In Progress	2017-02-14: Only one person gave comments. Others to send comments to Tim by February 21 st .

3. Financial Summary

- Need signing authorities to be updated. Greg to be added.
- **ACTION ITEM:** Tim to do up letter and take to bank.
- **ACTION ITEM:** Greg to go to bank and sign documents.

4. Website Update

- See action Item above.

5. 2017 AGM Planning

- Date for AGM - Wednesday May3rd & Thursday May 4th 2017.

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- UNBC Canfor Theatre is booked for May 4th.
 - The Sandman is tentatively booked for dinner on May 3rd (already an event booked for the evening).
 - Has this been confirmed or do we need to find a new venue?
 - Tim: The Sandman has an event before and doesn't want us to start until 6:30 pm.
 - Everyone is okay with this. We can suggest that people meet at 6:00 pm on the other side prior to the dinner set up.
 - Survey to Membership for AGM Topic Suggestions
 - See action Item above.
 - Field Site Location - TBD
 - Field Day Topics – Stationary Captains
 - GPS station (Greg has a suggested by John Armstrong & Alex agrees with it)
 - Cruise manual changes (Tyler)
 - Risk Group Changes (Sheena)
 - Eric: In all FIZ zones with BA & HE all trees are in risk group 1.
 - What check cruisers look for (Judy)
 - Walk-through plot (Greg)
 - Alex: it is topical with NCB_r patches and Sx stands
 - Sound wood calculations (Luke)
 - What do you do when a tree is long dead and standing – do you call beetle even if there aren't signs still visible on the tree? (Greg)
 - Guest Speaker Topics
 - Migratory Birds – Canfor biologist (Brandon)
 - Bioenergy Fibre Supply (Tim)
 - Timber Supply - John Pousette (Andrew)
 - Cruising History - It is neat to see the history aspect of things. This was well received last time. (Eric M.)
 - White Bark Pine Management Group– Randy Moore, chair (in Kamloops) showed a lot of interest in speaking to a group about White Bark Pine Management. (Luke)
 - Cruising Manual Updates - Beth Eagles (Greg)
 - Expansion of Cruise Based Billing – expanding to Spruce and perhaps green conifer – Beth Eagles or Jim McLean (Greg)
 - Southern Interior update – What is going on with SITCA anything interesting or relevant to NICC? (Greg)
6. Any Other Business
- Resignation Email from Brandon Albino
 - Resignation has been accepted.
 - Directors need to be elected at the AGM by the members and not appointed afterwards.
 - **ACTION ITEM:** Judy to send out last year's agenda for review and blank one out and have ready for next meeting.
7. Next Meeting Date & Time
- Thursday March 2nd, 2017 @ 5 pm @ IFS.

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Date & Time: Thursday March 2nd, 2017 @ 5:00 pm @ IFS

Conference Call Information: 1-877-353-9184 Participant ID: 6207347

Members Present:

- Judy Carlson, MFLNRO – PG District
- Tim Giesbrecht, IFS
- Alex Burkinshaw, Allnorth
- Eric McCormick, Westland Resources – Terrace Andrew Potter, IFS
- Andrew Potter, IFS
- Luke Wichrowski, MFLNRO – FS James
- Sheena Colton, CANFOR – Chetwynd
- Tyler Suel, IFS
- Greg Jonuk, MFLNRO – Omineca Region
- Eric Kishkan, West Fraser - Quesnel
- Brandon Collison, CANFOR – PG

Members Absent:

- David Morrow, CANFOR – FS John
- Calvin Strom, CONIFEX – Mackenzie

Minutes:

1. Approval of Previous Meeting Minutes
 - Last meeting was February 14th, 2017.
 - Minutes are okay as is.
2. Action Items from the Previous Meetings

Item #	Action Items	Person(s) Responsible	Status	Comments
4	2016-10-27: Tim to get the website updated (by Hans) to reflect the new board of directors.	Tyler Suel	Completed 2017-03-02	2016-12-08: Tim is aiming to have this done by the end of December. 2017-01-12: Tyler has agreed to take this on for Tim as he is swamped with work right now. 2017-02-14: Almost done. It should be completed by next meeting. 2017-03-02: Most updates are completed rest to be done tomorrow.
5	2016-10-27: Everyone to think about questions for survey to build the topic base for the 2017 AGM.	Everyone	Completed 2017-03-02	2016-12-08: We discussed the questions that Luke has written down and Greg and Luke will work on finalizing the questions for the next meeting. Perhaps making a few of them multiple choice questions instead of all open ended answers. Eric M. suggested questions related to field topics and guest speakers for the office day. 2017-01-12: Alex would prefer to have less open ended questions as it can be difficult to compile them. Sheena said people are more likely to complete a survey if it is more multiple choice questions. ACTION: Everyone to review the questions and propose changes by

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				<p>January 27th.</p> <p>ACTION: Greg to review and revise questions by the next meeting.</p> <p>2017-02-14: The group reviewed the questions for the survey and made some tweaks.</p> <p>ACTION: Greg to review and finalize. It has been suggest that we will do a paper evaluation at the AGM and possibly do a raffle draw for those that have contributed something.</p> <p>2017-03-02: Greg has done up a draft evaluation and Luke has reviewed it and tracked some changes. Judy sent it out to the group and we reviewed it and everyone is okay with it as it is.</p>
12	2017-01-12: Everyone to bring a topic or idea for the AGM to next meeting.	Everyone	Completed 2017-03-02	<p>2017-02-14: Everyone to bring topic and guest speakers suggestions to next meeting.</p> <p>2017-03-02: We brainstormed at the meeting for the last few spots on the agenda. Presenters need to be confirmed by board members asap.</p>
13	2017-01-12: Brandon & Alex to locate a suitable field site for the AGM.	Brandon Collison & Alex Burkinshaw	In Progress	<p>2017-02-14: No update yet on possible locations.</p> <p>2017-03-02: Alex looked at a few options in Google Earth and they will go out and look at them soon.</p> <p>Judy suggested that the Pidherny area could be an option.</p> <p>Alex suggested further down the Nechako might work too.</p> <p>Eric said that a site with Spruce Beetle would be good again as they are starting to see it his way in Terrace now.</p> <p>Tim said the furthest we have gone out for a field site is about 45 minutes from town. We wouldn't want to go further than an hour for sure.</p>
17	2017-01-12: Everyone to review the draft NICC Policies & Principles document for the next meeting.	Everyone	In Progress	<p>2017-02-14: Only one person gave comments. Others to send comments to Tim by February 21st.</p> <p>2017-03-02: Tim hasn't received any more comments. Greg has committed to sending comments to Tim by the next meeting.</p>
18	2017-02-14: Do up letter and take to bank.	Tim Giesbrecht	Completed 2017-03-02	<p>2017-03-02: Tim finished the letter for the meeting and got the required</p>

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				signatures on it at the meeting.
19	2017-02-14: Go to bank and sign documents.	Greg Jonuk	In Progress	2017-03-02: Tim will take the letter to the bank and let Greg know when it is ready to go at the bank.
20	2017-02-14: Send out last year's agenda for review and blank one out and have ready for next meeting.	Judy Carlson	Completed 2017-03-01	

3. Financial Summary

- See action Items above.
- 3 people have paid online so far for the AGM.

4. Website Update

- See action Item above.

5. 2017 AGM Planning

- Date for AGM - Wednesday May 3rd & Thursday May 4th 2017.
- UNBC Canfor Theatre is booked for May 4th.
- The Sandman is tentatively booked for dinner on May 3rd (already an event booked for the evening).
- Field Day Topics – Stationary Captains
 - GPS station (Greg has a suggested by John Armstrong & Alex agrees with it)
 - Cruise manual changes (Tyler)
 - Risk Group Changes (Sheena)
 - Eric: In all FIZ zones with BA & HE all trees are in risk group 1.
 - What check cruisers look for (Judy)
 - Walk-through plot (Greg)
 - Alex: it is topical with NCB_r patches and Sx stands
 - Sound wood calculations (Luke)
 - What do you do when a tree is long dead and standing – do you call beetle even if there aren't signs still visible on the tree? (Greg)
- We discussed the suggestions above and a few new ones during the meeting. We came up with a list of sites that we will look at finding for the field session.
- Refer to the draft agenda which has the list.
- Guest Speaker Topics
 - Migratory Birds – Canfor biologist (Brandon)
 - It might be difficult to condense a course like this into a short ½ hour or hour. This topic has flown away.
 - Bioenergy Fibre Supply (Tim)
 - Cruise to less than 12.5 to get more data about fibre supply.
 - **ACTION ITEM:** Greg to see if Tai is willing to talk about bioenergy.
 - **ACTION ITEM:** Greg to see if he can get someone to talk about waste.
 - Timber Supply - John Pousette (Andrew)
 - **ACTION ITEM:** Andrew to confirm that John is available.
 - Jeff Mycock could be an alternative presenter for this topic.

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- Cruising History - It is neat to see the history aspect of things. This was well received last time. (Eric M.)
 - Where we've been and where we're going.
 - **ACTION ITEM:** Greg to see if the Research/Innovation group at UNBC can do a presentation.
- White Bark Pine Management Group– Randy Moore, chair (in Kamloops) showed a lot of interest in speaking to a group about White Bark Pine Management. (Luke)
 - Not much White Bark Pine in our northern interior region.
- Cruising Manual Updates - Beth Eagles (Greg)
 - Greg has ensured use that Beth will be coming to update us on the Cruise Manual.
- Expansion of Cruise Based Billing – expanding to Spruce and perhaps green conifer – Beth Eagles or Jim McLean (Greg)
 - Beth might also be able to speak to this briefly.
- Southern Interior update – What is going on with SITCA anything interesting or relevant to NICC? (Greg)
- Alex could also see about getting his comedian friend to come for a dinner thing.
- **ACTION ITEM:** Alex to see if someone from FP Innovations will come and do a steep slopes presentation with a focus on cruising.
- We could also do a presentation on leadership and professionalism.
- We discussed the suggestions above and a few new ones during the meeting. We came up with a list of topics that we will look at finding presenters for.
- Refer to the draft agenda for the list of topics and presenters.
- **ACTION ITEM:** Greg to confirm if Jewel Yurkewich is willing to do a Pathology presentation for the AGM.
- **ACTION ITEM:** Eric McCormick to see if Hampton can present on Ce/Pl Poles process involved with cruisers.
- **ACTION ITEM:** Tim to see if Harry will do a dinner presentation for us.
- **ACTION ITEM:** Judy to finalize the AGM Evaluation Form.
- **Swag for Door Prizes for the AGM**
 - Andrew has put forth a motion to be approved to spend \$2,000 again for door prizes.
 - Motion seconded by Alex and approved by all.
 - **ACTION ITEM:** Andrew to purchase door prizes.
 - **Everyone to let Judy know what you have so we can ensure we have enough items for prizes this year.**
 - **ACTION ITEM:** Brandon will see if he can get some things from CANFOR in PG.
 - **ACTION ITEM:** Alex will see if he can get some things from All North in PG.
 - **ACTION ITEM:** Eric will see if he can get some things like water bottles and hats from West Fraser in Quesnel.
 - **ACTION ITEM:** Luke will see if he can get some things from MFLNRO in FS James.

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- **ACTION ITEM:** Sheena will see if she can get some things from CANFOR Chetwynd.
 - **ACTION ITEM:** Judy will see if she can get some things from MFLNRO in PG.
 - **ACTION ITEM:** Dave will see if he can get some things (like hatchets again) from CANFOR in FS John.
 - **ACTION ITEM:** Calvin Strom will see if he can get some things from Conifex.
 - **Beer for Door Prizes for the Dinner**
 - **ACTION ITEM:** Alex will see if he can get some beer again this year from PWB.
6. Any Other Business
- None
7. Next Meeting Date & Time
- Thursday March 30th, 2017 @ 5 pm @ IFS. (after spring break)

Meeting Adjourned: 6:13 pm

NICC Meeting Minutes

Date & Time: Thursday November 2nd, 2017 @ 5:00 pm @ IFS

Conference Call Information: 1-877-353-9184 Participant ID: 6207347

Members Present:

Member	Company	NICC Board Position	Present/Absent
Judy Carlson	MFLNRO – PG District		Present
Alex Burkinshaw	Allnorth		Absent
Greg Jonuk	MFLNRO – Omineca Region		Absent
Andrew Potter	IFS		Present
Tim Giesbrecht	IFS		Absent
Brandon Collison	CANFOR – PG		Present
Dave Morrow	CANFOR – FS John		Present
Eric McCormick	Westland Resources –Terrace		Absent
Tyler Suel	IFS		Present
Luke Wichrowski	MFLNRO – FS James		Absent
Eric Kishkan	West Fraser - Quesnel		Present
Calvin Strom	CONIFEX – Mackenzie		Present
Jarmo Laitinen	BCTS – PG District		Present

Minutes:

1. Approval of Previous Meeting Minutes
 - Last meeting was April 13th, 2017.
2. Election of Board Positions (Last years in brackets) – Who is going to do:
 - Secretary (Judy Carlson) – Judy Carlson
 - Chair (Alex Burkinshaw) – Eric Kishkan
 - Vice-Chair (Greg Jonuk) – Calvin Strom
 - Registrar (Andrew Potter) – Andrew Potter
 - Treasurer (Tim Giesbrecht – Acting) – Tim Giesbrecht & Andrew Potter
 - Training Officer (Brandon Collison) – Brandon Collison
 - Director at Large –Dave Morrow, Tyler Suel, Greg Jonuk, Luke Wichrowski, Jarmo Laitinen, Erick McCormick, & Alex Burkinshaw
 - All in favor? Yes – Unanimous.
3. Action Items from the Previous Meetings Minutes

Item #	Action Items	Person(s) Responsible	Status	Comments
19	2017-02-14: Go to bank and sign documents.	Greg Jonuk/ Tim Giesbrecht/ Andrew Potter	In Progress	2017-03-02: Tim will take the letter to the bank and let Greg know when it is ready to go at the bank. 2017-03-30: Tim and Andrew were looking into switching banks again. We currently bank at BMO. They will look into CIBC and maybe Intergris. 2017-04-13: Nothing new as of yet. 2017-11-02: Andrew says that we are not changing banks. Andrew will get the

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				letter done up again for signing authorities and coordinate getting it signed at the bank with Tim and Greg.
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4. Financial Summary
 - Where are we at to start of this year?
 - We currently have approximately \$33,000 in the bank.
5. Website Update
 - Board of Directors needs to be updated.
 - **ACTION ITEM:** Tyler will update the website with the new board of directors and AGM dates.
6. 2018 AGM Planning
 - Date for AGM (last year was Wednesday May 3rd & Thursday May 4th 2017)
 - May 2 & 3 (Wednesday & Thursday) or
 - May 3 & 4 (Thursday & Friday)
 - The group decided on **May 2nd & 3rd 2018** for NICC.
 - Venue for AGM (last year we used the UNBC Canfor Theatre for the office session & the Sandman for the dinner)
 - Greg checked with the Sandman Signature and their banquet hall is available on May 2 from 5 to 12:30 pm.
 - Greg checked with UNBC and they can't confirm if the Canfor Theater is available until March.
 - Tyler: The Ramada might be able to come in at lower prices for those dates.
 - **ACTION ITEM:** Tyler and Andrew to figure out the venues for the AGM. They will look at the Ramada for the dinner and UNBC for the office session.
 - Andrew: Guest Speakers: we need to start thinking about who we can get and topics that we want to speak to. Some suggestions are:
 - Insects – Spruce Beetle, Fir Beetle, Code 5 or 6
 - Wildfires – Impact on the Land Base, Burned Timber Codes
 - Timber Pricing Branch
 - Regional Pathologist – Jewel Yurkewich
 - Cut to Cruise
 - Waste
 - Comparative Cruises
 - Jarmo: What do we do for Swag?
 - Judy & Andrew: We usually get items from our employers for swag. We also purchase some bigger items from the NICC budget.
 - Field Site (last year we were approximately 2 km down the cut-off road off of 6km on the Pelican FSR.
 - Everyone to keep an eye out for a good place over the next couple of months when you are in the field.
 - **ACTION ITEM:** Brandon to find a field site for the 2018 AGM.
 - Survey Results
 - Luke has compiled the survey results for us.

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- **ACTION ITEM:** Judy to send out Survey Results with meeting minutes ASAP for review prior to our next meeting.

7. Any Other Business
 - None.
8. Next Meeting Date & Time
 - Thursday December 7th, 2017 @ 5:00 pm @ IFS

Meeting Adjourned: 5:38 pm

NICC Meeting Minutes

Date & Time: Thursday December 7th, 2017 @ 5:00 pm @ IFS

Conference Call Information: 1-877-353-9184 Participant ID: 6207347

Members Present:

Member	Company	NICC Board Position	Present/Absent
Judy Carlson	MFLNRO – PG District	Secretary	Present
Alex Burkinshaw	Allnorth	Director at Large	Absent
Greg Jonuk	MFLNRO – Omineca Region	Director at Large	Present
Andrew Potter	IFS	Registrar & Treasurer	Present
Tim Giesbrecht	IFS	Treasurer	Absent
Brandon Collison	CANFOR – PG	Training Officer	Present
Dave Morrow	CANFOR – FS John	Director at Large	Present
Eric McCormick	Westland Resources –Terrace	Director at Large	Absent
Tyler Suel	IFS	Director at Large	Absent
Luke Wichrowski	MFLNRO – FS James	Director at Large	Absent
Eric Kishkan	West Fraser - Quesnel	Chair	Present
Calvin Strom	CONIFEX – Mackenzie	Vice-Chair	Absent
Jarmo Laitinen	BCTS – PG District	Director at Large	Present

Agenda:

1. Approval of Previous Meeting Minutes
 - Last meeting was November 2nd, 2017.
 - Minutes approved by all.
2. Action Items from the Previous Meetings Minutes

Item #	Action Items	Person(s) Responsible	Status	Comments
19	2017-02-14: Go to bank and sign documents.	Greg Jonuk/ Tim Giesbrecht/ Andrew Potter	In Progress	2017-03-02: Tim will take the letter to the bank and let Greg know when it is ready to go at the bank. 2017-03-30: Tim and Andrew were looking into switching banks again. We currently bank at BMO. They will look into CIBC and maybe Intergris. 2017-04-13: Nothing new as of yet. 2017-11-02: Andrew says that we are not changing banks. Andrew will get the letter done up again for signing authorities and coordinate getting it signed at the bank with Tim and Greg. 2017-12-07: Still in progress.
01	2017-11-02: Update the website with the new board of directors and AGM dates.	Tyler Suel	In Progress	2017-12-07: In progress.

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02	2017-11-02: Figure out the venues for the AGM.	Tyler Suel & Andrew Potter	In Progress	2017-12-07: In progress. Andrew has looked into UNBC and the Sandman and is waiting for information back from the Ramada and the Civic Centre.
03	2017-11-02: Find a field site for the 2018 AGM.	Brandon Collison	In Progress	2017-12-07: Still looking for a new site.
04	Send out Survey Results.	Judy Carlson	Completed 2017-11-06	2017-11-06: The survey results were sent out with the meeting minutes.

3. Financial Summary

- Transferred \$17,000 over to the NICC account and there is approximately \$25,000 in the account already.
- We have money so we don't have to worry about penny pinching on venues or food for this next year.

4. Website Update

- Updates are in progress. Sheena needs to be removed from the list of Directors.

5. 2018 AGM Planning

- Date: **The AGM will be Wednesday May 2nd & Thursday May 3rd 2018.**
- Venues:
 - Looking into a dinner venue with more space.
- Guest Speakers: Some suggestions are:
 - Insects – Spruce Beetle, Fir Beetle, Code 5 or 6
 - Wildfires – Impact on the Land Base, Burned Timber Codes
 - Timber Pricing Branch
 - Regional Pathologist – Jewel Yurkewich (Greg)
 - Cut to Cruise
 - Waste
 - Comparative Cruises
 - Spruce Beetle Update – Jeanine Roberts (Greg)
 - Director of Timber Pricing Branch – Allan Bennet (Greg)
- Swag:
 - How much did we spend last year on swag?
 - \$2,000 spent last year.
 - We can look at increasing the amount we spend on swag. More gifts and possibly a few more high priced items.
- Field Site:
 - Still looking for a different site from the last few years.
 - Jarmo suggested up around UNBC for a field venue. But there are some public interface issues that would be a concern.
- Survey Results
 - Increase time for Cruise Manual updates – might want to do an open Q&A period at the end of a talk to answer any burning questions.
 - Basic skills – Maybe we should have a separate “Cruising Skills 101” course at a separate time.
 - CGNF – might be better related to appraisals at this point.

6. Any Other Business

- None.

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7. Next Meeting Date & Time

- Thursday January 11th, 2017 @ 5:00 pm @ IFS

Meeting Adjourned: 5:55 pm