

NICC Meeting Minutes

Date & Time: January 14th, 2016 @ 5:00 pm @ IFS

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

Members Present: Judy Carlson (MFLNRO – PG District), Tim Giesbrecht (IFS), David Morrow (Canfor), Alex Burkinshaw (Geoterra), Andrew Potter (IFS), Brandon Collison (Canfor), Eric McCormick (Westland Resources - Terrace), Greg Jonuk (MFLNRO – Omineca Region), Fraser Hart (KDL Group)

Members Absent: Lisa Spingle (Conifex – Fort St. James), Brock Campbell (DWB Consulting Ltd.), Joe Aquino

Agenda Items:

1. Approval of Previous Meeting Minutes
 - Last meeting was November 24th, 2015.
2. Action Items from the Previous Meetings
 - See table below.

| Item # | Action Items | Person(s) Responsible | Status | Comments |
|---------------|--|------------------------------|---------------|-----------------|
| 1 | Tim will get updated numbers by the end of December. | Tim G. | | |
| 2 | Tim to check on signing officers for our bank account by next meeting. | Tim G. | | |
| 3 | Tim to update website by next meeting. | Tim G. | | |
| 4 | Andrew to confirm venue availability by December 15 th . | Andrew P. | | |

3. Financial Summary
4. Website Update
5. 2016 AGM Planning
6. Training Seminar
7. Any Other Business
8. Next Meeting Date & Time
 - Thursday February 11th, 2016 @ 5pm @ IFS???

Minutes:

1. Approval of Previous Meeting Minutes

- Last meeting was November 24th, 2015.

- Tim motioned to approve the minutes. All in favour. Minutes approved.

2. Action Items from the Previous Meetings

- See table below.

| Item # | Action Items | Person(s) Responsible | Status | Comments |
|--------|--|-----------------------|-------------|---|
| 1 | Tim will get updated numbers by the end of December. | Tim G. | Done | See financial summary below. |
| 2 | Tim to check on signing officers for our bank account by next meeting. | Tim G. | Done | Tim, Andrew and Ron Alton are on as signing authorities. See notes below for new signing authorities. |
| 3 | Tim to update website by next meeting. | Tim G. | In Progress | The new board members, the AGM dates, and the "Benefit of the Doubt" document are to be added. |
| 4 | Andrew to confirm venue availability by December 15 th . | Andrew P. | In Progress | Andrew will look into it tomorrow. |

3. Financial Summary

- The numbers are 99% accurate as Tim is unsure where the last \$95 came from at the moment (possibly from PayPal, interest, or fees).
- The BMO account is currently at \$22,338.00, the PayPal account is at \$150.05 and the BMO term investment account is at \$5,900.00 for a total of roughly \$28,000.00.
- We need to jack up the opportunities to train members, hand out bursaries, and drive the total revenue back down a bit.
- Bursaries are currently at a \$500 one to UNBC and we are also looking to do one with CNC.
 - There was discussion around increasing the amount of bursaries and the number of bursaries we hand out.
 - Judy made a motion to do 2 - \$500 bursaries to UNBC and CNC (\$2,000 total). All in favour. Motion passed.
- Fraser brought forth an idea around a bursary or money towards a school program down south out of Kelowna but the board noted that that was SITCA's area and if there was a more local location we would look at the idea again.
 - **ACTION ITEM:** Brandon and Judy to look into a local school program to promote working in the forest industry.
- Signing authorities – Tim, Andrew, and Ron Alton are the current signing authorities. We need to get this changed as Tim has an expense cheque he needs signed and Ron is no longer a board member with us. Greg (Ron's replacement at the MFLNRO Regional office) is to be added as a signing authority with Tim and Andrew.
 - **ACTION ITEM:** Tim to get letter identifying new signing authorities to the BMO.
 - **ACTION ITEM:** Greg to go to BMO and sign up as a signing authority.

4. Website Update

- Tim still needs to update the website with the new board members, the AGM dates, and the "Benefit of the Doubt" document.

5. 2016 AGM Planning

- We need to start looking for topics and speakers as this usually takes a while. We need to look at what is topical and what is repetitive. We had a good mix last year with mixing the new and the old.
- Some topic suggestions are:
 - Kim Iles – statistics. He makes it fun and entertaining. He was here 2 years ago.
 - Spruce beetle – high priority topic at MFLNRO DPG office.
 - Need to make sure cruisers can identify Spruce beetle and making the correct calls.
 - **ACTION ITEM:** Greg to ask at MFLNRO Regional office to see about getting someone to do a presentation or field site (Richard Reich's replacement (Jewel) or Bob Hodgkinson's replacement).
 - **ACTION ITEM:** Greg to talk to Dave Spinks (MFLNRO Southern Regional Cruising Specialist) from SITCA regarding topic ideas.
- Field site – how do we want to set it up? There was good feedback from last year. We could try to use the same site if we can't find something new. There was lots of parking at last year's site and it was close to town.
 - **ACTION ITEM:** Brandon – to look into dusty trails for the field site.
 - **ACTION ITEM:** Alex to check out site near clear lake for the field site.

6. Training Seminar

- Need to see if there is an appetite for it and think about cost. If we tie it in with the AGM we could offer members a discount to attend the seminar.
- Brandon is the training officer – we can pull on his training experience.
- Seminar ideas:
 - Skill based – have someone teach it to someone else (one of the best ways to learn something is to teach it to someone else).
 - Office and field sessions.
 - Look into areas close to town with timber nearby.
 - We could incorporate the “Benefit of the Doubt” area of cruising and professionalism into it.
 - We could have it set up with 10-15 plots and then have each plot as a learning experience with the last one set up as a full plot to go through as a cruiser.
- We could set plots up with notable mistakes and see if a crew notices them. We could hand plot cards out at the start and have them pick it up. Have it set up to swap roles from the cruiser to the check cruiser.
- **ACTION ITEM:** Brandon to brainstorm on it and work something out to bring to next meeting.

7. Any Other Business

- None

8. Next Meeting Date & Time

- Thursday February 18th, 2016 @ 5pm @ IFS.

Meeting Adjourned: 5:53 pm