**RESPONSIBLE FOREST MANAGEMENT AUSTRALIA**

Minutes of the meeting of the Board of Directors

**Monday 6th February 2012**

12.30 pm MEETING BEGINS

1. **Attendance**
   - Chair: Jim Adams
   - **Directors:** Tony Price, Susie Russell, Linda Fienberg, Vince Erasmus, Jonathan La Nauze
   - **Apology:** Sean Cadman (not in attendance with the exception of dial in for Item 7)
   - **In attendance:** Natalie Reynolds (Acting CEO), Warrick Jordan (The Wilderness Society), Renee Andreacchio (Marketing and Member Services Manager)

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Discussion</th>
<th>Agreement/Actions</th>
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<tbody>
<tr>
<td>1</td>
<td>Attendance</td>
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<tr>
<td>2</td>
<td>Confirmation of Agenda</td>
<td>Confirmed - Jim</td>
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<tr>
<td>3</td>
<td>Minutes of previous meeting</td>
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<tr>
<td>3.1</td>
<td>Matters arising:</td>
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<td></td>
<td>• <strong>AFPA meeting</strong> - NR met with David Pollard in November. DP wanted to pull together AFPA and FSC Boards in order to pursue mutual recognition between AFS and FSC schemes. AFPA actively discouraged Minister from funding FSCA. Recommendation: Not to proceed.</td>
<td>Moved: VE</td>
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<td>• <strong>Blind hat funding</strong>: FBT and international taxation issues arose with collecting and distributing funds.</td>
<td>Seconded: SR</td>
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<td>4</td>
<td>CEO Report</td>
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<td>4.1</td>
<td>To be taken as read with the exception of ‘starred items’ not otherwise included on the Agenda</td>
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<td>4.2</td>
<td>Discussion of ‘starred’ items.</td>
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<td>• <strong>Register for environmental organisations</strong>: FSC obtains DGR status more easily due to being included on the Environmental Organisation Register. Even if was not on</td>
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the register, could obtain as a charity direct via ATO.

- **Website development**: concern re interrelationship of international agenda and tender being put out to list HCV framework on our site. NR – management issue that would be worked through as details emerged.
- **ICCO grant**: contact from Michael Spencer – funding left over and wanted to give it to us. Funding is for smallholders training – Asia Pacific region finding it difficult to gain FSC, looking for assistance to achieve certification. FSC Australia to become a regional hub.
- **Monthly Reports.** Request to provide reports on off month to Board.
- **Gunns.** NR Conversation with Gunns and MS via Skype. Gunns concerned with standards and guidance note re long term tenure rights. View is many plantation foresters may or may not reuse land at the end of the lease for plantation use. Raised as an issue with new P & C and guidance note – Australia is in a unique position regarding plantations forests and tenure. NR Referred query to Bonn for clarification.

| 5 | Board Subcommittees | Committee list is not current and Chair is not identified. Board resignations require adjustment to Committees.  
**P&S committee**: SC (chair), TP and LF (following resignation of TA). SR formal contributor.  
**Membership committee**: SR (chair), LF and TP until AGM.  
**Finance**: VE (Chair), JL, JA.  
**Nominations, Remuneration & Selection Committee**: This committee is only comprised for the recruitment of the CEO or Policy & Standards Manager. At this point it will be comprised of one of the two options, depending on the Chair’s view, and will always be multi-chamber.  
- SC (Chair), TP and LF; or  
- JA (Deputy Chair), TP and JL  
**Indigenous**: LF (Chair), JL and economic chamber vacant. JA and SR as observers. | Moved: JA  
Seconded: JL |
| 6 | Membership Committee | **6.1 Process & forms** discussion of process issues in light of Joint Membership.  
New applications for approval | Action: RA/NR to have draft available as soon as possible |
6.2 New Memberships
The following members have been approved:
• Softesse – Economic Chamber
• Lyell Dean - Economic Chamber
• The Linen Press - Economic Chamber
• Urban Design Systems - Economic Chamber
• Nikpol - Economic Chamber
• Jacki Schirmer – Social Chamber
• Tetrapak - Economic Chamber
• Ros Dent - Economic Chamber
The following membership shall not proceed at this time:
AFCA – At this time, AFCA have not been approved as a member.

6.3 Strike off non-paying members & write of debt
List of historical and unpaid members provided. Letters have been forwarded to all in accordance with Constitutional requirements:

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Chamber</th>
<th>Category</th>
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<tbody>
<tr>
<td>Central Victorian Farm Plantations Committee Inc</td>
<td>Economic</td>
<td>SNFP</td>
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<tr>
<td>Chris Loorham</td>
<td>Social</td>
<td>Individual</td>
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<tr>
<td>Chris Taylor</td>
<td>Social</td>
<td>Individual</td>
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<td>Designosaur Concepts</td>
<td>Economic</td>
<td>MIC</td>
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<tr>
<td>Friends of the Gippsland Bush Inc</td>
<td>Environment</td>
<td>SNFP</td>
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<tr>
<td>Graphic Ark Pty Ltd</td>
<td>Economic</td>
<td>MIC</td>
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<tr>
<td>Green Publishing</td>
<td>Economic</td>
<td>MIC</td>
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<tr>
<td>John Hayward</td>
<td>Environment</td>
<td>Individual</td>
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<tr>
<td>Joseph Yap</td>
<td>Economic</td>
<td>Individual</td>
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Action: NR to write to AFCA to advise and work with them to make required amendments. To be considered at future meeting.

Moved: SR
Seconded: TP
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<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>Category</th>
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<tbody>
<tr>
<td>Neva Collings</td>
<td>Social</td>
<td>Individual</td>
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<tr>
<td>New Earth Supplies (F Aust Soil &amp; Add)</td>
<td>Economic</td>
<td>MiC</td>
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<tr>
<td>Print Bound</td>
<td>Economic</td>
<td>MC</td>
</tr>
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<td>Rod Goodwin</td>
<td>Economic</td>
<td>Individual</td>
</tr>
<tr>
<td>Sam Trifiletti</td>
<td>Economic</td>
<td>Individual</td>
</tr>
<tr>
<td>Sense Architecture</td>
<td>Economic</td>
<td>MiC</td>
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Board approved striking all off membership register and writing off any debt with the exception of:
- Chris Loorham
- Chris Taylor

Chris Loorham is on DGR fund.

6.4 AFG – Item for Decision
Paper tabled with CEO report providing options. Option 2 selected by Board.

Constitutional amendment will be required to ensure clarity in future.

6.5 Process for Member Removal – Paper for Noting
Discussion. Need further clarity to link Constitution to membership guidelines to enable removal with more certainty.

Action: LF to follow up & provide contact details to NR/RA

Moved: SR
Seconded: TP

Action (1): JA to discuss with Warwick Ragg.
Action (2): NR/RA to write to AFG, write off debt and invoice for 2012.
Action (3): NR to consider constitutional amendment prior to AGM

Moved: SR
Seconded: VE
Action: NR to review and
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| 7 | New board appointments – Casual Vacancies | 7.1 Social Chamber  
• 1 Vacancy, 2 nominations  
7.2 Economic Chamber  
• 1 Vacancy, 5 nominations, 1 late nomination. |
|   | Discussion.  
Motion: number and quality of the nominations reflected interest in FSCA and it is impossible to achieve consensus on appointment. Decision should be put to the entire membership to decide at forthcoming AGM as only 1 meeting left this year. | Moved: SC  
Seconded: VE  
5 for, 2 against. Motion carried.  
Action: NR to advise nominees and seek nominations for formal vacant seats at coming AGM. |
| 8 | Policy and Standards | 8.1 HCV Framework update  
• Draft of framework – 3.0 almost complete. Met as group in December and went through stakeholder comments, approx 70. Did take on board all comments, but not all could be implemented.  
• Finalise framework in the next 1-2 weeks and also response to stakeholders document and load onto website with clear note re draft.  
• Framework then needs to go to FSC international for approval, prior to the FSC Board for comment. |
|   | Action (1): NR/RA Create hcv@fscaustralia.org email address. Ensure listed on website for feedback & additional information.  
Action (2): LN to forward final document to NR & Board for action & uploading. |   |
8.2 **FSC and Green Star** – item for decision
Paper tabled with annexures.
Policy clarification required – confusion re contractor/subcontractor terminology. Needs to be tied to onsite vs offsite use/installation.

Decision: Board approved draft subject to small changes by LF.

8.3 **Report** from Controlled Wood Workshop – Bonn
- SC and Kevin O’Grady attended.
- Universal acknowledgement that standard requires significant work.
- No standard for certified bodies to use to assess.
- Other issues around conflicting wording, lack of transparency, concern around the way that risk assessment has been completed in the regions. Some other countries have used stakeholders in the risk assessment process – skewed. Should be factual rather than political.
- Official communication coming out within a week.
- Next meeting 14/5 in Vancouver.

8.4 **Letters of Support** for Federal Funding to Minister Ludwig
TP advised that most large foresters wrote to indicate support.
FSCA should plan to meet again with the Minister in March.

8.5 **Timber Industry Action plan**
NR received correspondence requesting FSC to provide stakeholder comment.

Decision: FSCA won’t participate in the implementation of a plan that it was not consulted in development. Key provisions of the plan are contrary to FSCA’s views.

Action (1): LF to finalise document & forward to NR.
Moved: LF
Seconded: JL
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<td>8.6 Review of the Sustainable Forests (Timber) Act 2004 Vic</td>
<td>NR received correspondence requesting FSC to provide stakeholder comment Unclear of intention and require formal documentation.</td>
<td>Action: NR to write seeking formal documentation, but not to participate until policy position is clear. Motion: JL Seconded: LF</td>
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<td>10. Indigenous Sub-Committee</td>
<td>10.1 Paper for discussion LF: • Worked on funding proposal, has received comments for changes – mainly for wording changes and appropriate use of language. Proposal for staged funding model and finding different sources of funding. • Would like to talk to organisations who may be interested in funding the project – apply for funding for start up and phase one soon. Decision: finalise and adopt (via email) project plan and request committee and staff to expedite seeking funding for start-up and phase one.</td>
<td>Motion: LF Seconded: VE</td>
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<td>11. The Future for FSC</td>
<td>11.1 Detailed Business Plan – For Approval Approved subject to any new direction or adjustments to be made by any formally appointed CEO. Proceed at present. 11.2 CEO JD – For Approval Approved subject to minor amendments by JL. Motion: That FSAC Australia advertise for a CEO and Policy &amp; Standards Manager concurrently, however our intention is to appoint a CEO first. The appointments will be two year fixed term contracts. A salary package range will be communicated verbally upon</td>
<td>Moved: JL Seconded: VE</td>
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enquiry. Final decisions on remuneration will be made by the Board upon recommendation from the selection committee once the selection process nears conclusion. The selection committee will also be responsible for finalising the position descriptions (including key performance indicators) and advertising process. The Board approves expenditure of up to $5,000 to enable the advertising and administration of the application process.

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<tbody>
<tr>
<td>12</td>
<td>Other Business</td>
<td>None</td>
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| 13 | Close | The meeting closed at 5.30pm.  
Next meeting to be held on 19th March in Jackey’s Marsh Tasmania |