Meeting of the Board of RFMA Limited
Wednesday 25th June 2008
A3P, Braddon, ACT

1. Attendance: Tim Anderson, Vince Erasmus, Kevin O’Grady, Sean Cadman, Jonathan La Nauze, Lindsay Hesketh, Rohan Dean, Frank Strie

   In attendance: Michael Spencer (Hon. Chief Executive); Carly Bannon (Executive Officer)

   Minutes: Carly Bannon

   Apologies: Jim Adams

   During the meeting, an informal afternoon tea was help with a range of people interested in forest certification from Canberra.

2. Confirmation of Agenda - Yes

3. Minutes of the previous meeting – JLN proposed, TA seconded motion passed

4. Executive update/CEO’s Report
   a. Financial Report/Budget
   b. Organisational Growth & Activities
   c. GBCA
   d. International Issues


   1 membership application to be reviewed by Michael Spencer with the applicant.

6. Executive Staff
   a. Strategic direction (2009 work plan)

   Work Plan to be worked on by MS and CB, with input from SC and TA.
7. Policy and Standards

a. Controlled Wood Risk Assessment Team (CWRAT)

The previous decision, made via email, in regards to appointing KOG as Chairman of CWRAT was confirmed.

SC to advise CWRAT of new chair – SC and KOG to draft letter to CWRAT members.

VE requested written rules for the role of chairman. KOG to write up one page of such rules, in terms of original brief.

Noted that Executive Officer CB is a funded resource to assist the process.

SC endorsed the use of the ‘process model’ as presented by MS as guideline to the management of the process.

b. Update on progress of PPAG – Fred Gale

CB to email board members copies of Appendix I, II & IV as completed by PPAG and forwarded by Fred Gale.

PPAG requests:

- Endorsement approach adopted by PPAG for consideration of derogation requests in Australia &
- Approval the budget for 2008/09

Proposed – KOG, Seconded – JNL Motion passed

Also, board wishes to formally acknowledge the work done so far by the PPAG.

c. National Standards – permission to release ‘straw dog’ to Soil Association

All agreed to release draft standards (and put on FSC Australia website), for public ‘interest and information’, with proviso of ensuring standards relating to HCVF, Chemical Use & Indigenous People’s issues are shaded and marked as ‘under active review’ or similar. SC and KOG to revise and mark draft as agreed before release.
8. Funding of Standards programs

LH proposed forming a ‘funding committee’ to create a ‘lobbying strategy’ in regards approaching Federal Government.

KOG seconded - **Motion passed**

CB to confirm status of second year funding invoices for PPAG.


JNL proposes that he and Steven Ross (MLDIN) sort out the selection process by August, expecting selection within 5 weeks of advertising. Selection panel to comprise of 3 board members, 1 from each chamber: TA – social, JNL – environmental, KOG to help find suitable person from economic chamber.

KOG seconded - **Motion passed**

10. Current issues in FSC certificates

   a. HVP

   *MS and SC to send formal letter to Smartwood, expressing concern that this is an ongoing issues.*

   *Board to review response at next Board meeting as well as HVP actions in terms of new CARs.*

   b. Other certification issues

11. Other business

   KOG to write draft letter on behalf of Board to CSIRO for reference to integrated weed management within the forest sector and send to Board members for approval prior to sending.

12. Next meeting
August 18 – PLU Melbourne

MEETING CLOSED 5.26pm