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# Board Minutes

Scandic Park Helsinki, Finland  
Monday 13 November 2017

## PEFC Council Board Meeting

### ***Present:***

- Peter Latham (Chair)
- Natalie Hufnagl-Jovy (1<sup>st</sup> Vice Chair)
- Sheam Satkuru-Granzella (2<sup>nd</sup> Vice Chair)
- Fermin Olabe Velasco
- Geneviève Chua
- Joseph Lawson
- Hervé LeBouler
- Riikka Joukio
- Brian Kernohan
- David Ford
- Eduardo Rojas y Briaies
- Peter Crook

### ***Apologies:***

- Juan-Carlos Jintiach
- Mike Rose

### ***In attendance:***

- Ben Gunneberg (PEFC CEO and Secretary General)
- Ian Ross (item 4.1)
- Michael Berger (item 8.1.1)

## 1. AGENDA

**BOD/33/2017** Unanimously agreed

- To approve the agenda

## 2. MINUTES

**BOD/34/2017** Unanimously agreed

- To approve the minutes of last Board meeting held October 5/6 /2017 in Geneva Switzerland.

## 3. MATTERS ARISING

The Board considered follow-up from the previous board meeting. The Chair and Secretary General reported on the latest developments concerning PEFC Russia

## 4. STRATEGIC DISCUSSIONS

### 4.1 2018-22 Strategy – Update Report to Members

The strategy consultant Mr Ian Ross was on hand to present the latest stage of development of the PEFC strategy research and proposals. Following a lengthy discussion, the Board provided input for the consultant to consider for his presentation the following day.

### 4.2 PEFC Growth Figures 2016-17

The Secretary General presented, and the Board discussed the growth figures for 2016-17. It was noted that these results would be presented to members the following day.

## 5. OPERATIONAL ITEMS

### 5.1 Secretariat Progress Report Q3

**BOD/35/2017** Unanimously agreed

Noted - 3<sup>rd</sup> quarter progress report noted.

### 5.2 Management Accounts Q3

**BOD/36/2017** Unanimously agreed

Noted - 3<sup>rd</sup> quarter management accounts.

## 6. GENERAL ASSEMBLY 2017

### 6.1 Review of PEFC Week

The Board reviewed the activities for the week including the General Assembly.

### 6.2 Members meeting

The Board noted that in addition to the General Assembly papers, the meeting would consider branding, growth figures, and the financing PEFC survey results. In addition, there would be a Q&A session for the members with the Board.

## 7. MEMBERSHIP APPLICATION

### 7.1 International Stakeholder Membership Application – MONDI

**BOD/37/2017** Unanimously agreed

- To recommend to the General Assembly (GA) by postal ballot the approval of Mondi plc's application for PEFC International Stakeholder membership.

### 7.2 International Stakeholder Membership Application – OLAM Group

**BOD/38/2017** Unanimously agreed

- To recommend to the General Assembly (GA) by postal ballot the approval of OLAM Group's application for PEFC International Stakeholder membership.

## 8. TECHNICAL ISSUE

### 8.1 Scheme Endorsement

#### 8.1.1 Scheme Endorsement – Revised American Tree Farm System

**BOD/39/2017** Unanimously agreed

- To recommend the revised American Tree Farm System for endorsement by postal ballot to the PEFC General Assembly.

#### 8.1.2 Scheme Endorsement – Revised Scheme of PEFC Czech Republic

**BOD/40/2017** Unanimously agreed

- To recommend the revised scheme of PEFC Czech Republic for endorsement by postal ballot to the PEFC General Assembly.

#### 8.1.3 Endorsement Extension – PEFC Canada

**BOD/41/2017** Unanimously agreed

- To extend the endorsement validity of the scheme of PEFC Canada until 28 February 2018.

## 9. COMMITTEE UPDATES

### 9.1 Financing PEFC Working Groups – survey results

The Secretary General presented results of the members' survey on how members financed themselves and their expenditure patterns. The Board noted the results, which would be presented to the Members Only Session on the following day. It was also noted that the Chair would take over the Chairmanship of the working group as Ms Satkuru-Granzella was demitting office.

### 9.2 Branding Working Task Force

The Chair reported on the current stage of development of the Task Force's work, which had included a survey of companies' views on PEFC Chain of Custody messages – both on and off product as well as taglines. Comments had also been received from PEFC International Technical Unit, which the Board considered, and it was noted that consumer testing would now commence as well as a review by trademark lawyers.

## 10. AOB

Noted that Mr Michael Rose had tendered his resignation from the Board effective immediately due to schedule constraints reducing his availability for future Board meetings.

The Chair noting that this would be the last Board meetings for both Mr Lawson and Ms Satkuru-Granzella, thanked them both for all their long years of service on behalf of the Board and the whole PEFC Council.

Signed:

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Peter Latham, Chair

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Ben Gunneberg, Secretary General

# PEFC Council Board Telephone Conference call

Wednesday 28 February 2018  
15:00 hrs Geneva time.

## **Present:**

- Peter Latham (Chair)
- Hervé LeBouler
- Riikka Joukio
- David Ford
- Eduardo Rojas y Briales
- Nurudeen Iddrisu
- Peter Crook

## **Apologies:**

- Natalie Hufnagl-Jovy (1<sup>st</sup> Vice Chair)
- Juan-Carlos Jintiach
- Genevieve Chua
- Brian Kernohan (problems with transportation so called with his views in advance)
- Fermin Olabe Velasco

Noted: Quorum was achieved via Brian Kernohan leaving his votes with Peter.

## **1. AGENDA**

**BOD/42/2017** Unanimously agreed

## **2. MATTERS ARISING**

### **2.1 Strategy Update**

The Board considered the Strategy document and made proposal for its improvement prior to circulation to members. The aim is to have a 1-3 page document supported by an appendix for members to consider. The full board will still have a week to provide final comments on the strategy document which will be collated along with staff comments and circulated to members in advance of the Members meeting. Comments will be reviewed by the Board in its meeting prior to the Members meeting, but the intention is

that as complete a final document as possible is sent to members along with appendices showing members inputs and the processes followed. These would be dropped in the final version which members will vote on in a postal ballot. It was noted that the Chair would present the final version of the strategy with the Secretary General.

**BOD/43/2017** Unanimously agreed – to circulate the document to the full board for final input to be combined with staff input prior too circulation to members for their consideration at national level in advance of members meeting.

### **2.2 Remit for Account Management Committee**

The Board considered and unanimously approved the new remit, which will become part of the Board charter.

## **3. TECHNICAL**

### **3.1 Scheme Endorsement – Revised Schemes of:**

- PEFC Austria
- PEFC Canada
- PEFC United Kingdom
- PEFC Uruguay

**BOD/44/2017** Unanimously agreed

To recommend the endorsement of the revised schemes of PEFC Austria, PEFC Canada, PEFC United Kingdom and PEFC Uruguay to the PEFC General Assembly, subject to the resolution of identified minor non-conformities within six months after endorsement.

## **4. ANY OTHER BUSINESS**

### **4.1 Office move**

The Secretary General reported on the upcoming office move, which will be completed 1<sup>st</sup> April. The new office will be located in the International Centre Cointrin (ICC), 20 Route de Pré-Bois, 1215, Geneva

### **4.2 Survey Result PEFC Week**

Distribution noted.

## **5. DATES OF NEXT MEETING**

### **5.1 April 24/25 Geneva**

At the new PEFC Offices in ICC, 20 Route de Pré-Bois, 1215, Geneva.

Signed:

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Peter Latham, Chair

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Ben Gunneberg, CEO & Secretary General