

## Canadian Fair Trade Network – February 21<sup>st</sup>, 2016 Board Meeting Minutes

**Meeting time:** 9am – 10pm central time – In-person, Winnipeg

### Board Members:

- Attendees: Zack Gross, Avery Gottfried, Bev Toews, Kaan Williams, Eric St Pierre, Kyra Moshtaghi Nia, Maria Aman
- Regrets: Bruce Morton, Erin Bird, Jim Grant, Mike Allan

### Advisory Council:

- Dustin Johnson

### Staff:

- Sean McHugh

### Observers:

- Sasha Caldera

### Meeting Minutes:

**\*Meeting brought to order at 9:16am, central time**

#	Item	Action Item/ Responsibility	Due date
1	<p><b>Board Roles and Structure (30 to 45 minutes)</b></p> <ol style="list-style-type: none"> <li>1. Motion to approve the 2016 Executive:               <ol style="list-style-type: none"> <li>a. President                   <ol style="list-style-type: none"> <li>i. Zack Gross to remain as President</li> </ol> </li> <li>b. Vice President (some discussion around the need to have someone who is going to stick around and take on the position of President in 2017)                   <ol style="list-style-type: none"> <li>i. Avery Gottfried to become Vice President</li> </ol> </li> <li>c. Treasurer (some discussion around this person ideally being in Vancouver)                   <ol style="list-style-type: none"> <li>i. Kaan Williams to remain as treasurer</li> </ol> </li> <li>d. Secretary                   <ol style="list-style-type: none"> <li>i. Bev Toews to take on secretary role for now</li> </ol> </li> <li>e. Motion: Kyra Moshtaghi Nia</li> <li>f. Seconded by: Eric St Pierre</li> <li>g. All in favour, motion carried unanimously at 9:29am</li> </ol> </li> <li>2. Vacancies               <ol style="list-style-type: none"> <li>a. A second person from Qc?</li> </ol> </li> <li>3. Future members               <ol style="list-style-type: none"> <li>a. Some discussion around recruiting members for 2017. Sarah Judd from Humber</li> </ol> </li> <li>4. Advisory               <ol style="list-style-type: none"> <li>a. Discussion on adding people to advisory: Monika Firl Jennifer Williams, Donna Dagg</li> </ol> </li> <li>5. Term Limits               <ol style="list-style-type: none"> <li>a. Zack, Kaan and Bruce all now at the end of their third term, so will need to step down at our next AGM</li> </ol> </li> </ol>		

	<p>6. Taking roles aligned with the strategy</p> <ul style="list-style-type: none"> <li>a. Moving forward, we will be working to align board members with specific focus areas of the organization. Tying directly to our strategic plan</li> </ul>		
<p><b>2</b></p>	<p><b>Conference Debrief (15 to 30 minutes)</b></p> <ol style="list-style-type: none"> <li>1. In short, it went well!</li> <li>2. Discussion about 2017 location <ul style="list-style-type: none"> <li>a. With the possibility of Vancouver being the lead city</li> <li>b. It would also be great to get it out to the east coast</li> <li>c. Project manager would be needed for wherever it is held</li> <li>d. Bid process will be opened up, with a March 31 deadline for submissions</li> </ul> </li> <li>3. Could keep the conference in the same city, but opportunities would be missed, as so many spinoffs come from the conference, never mind local participation</li> <li>4. Budget – it would be great to bring on a national sponsor, perhaps one that could committee to 2 or even 3 years. Finding one with aligned values will be key <ul style="list-style-type: none"> <li>a. Federal government involvement?</li> </ul> </li> <li>5. Survey – request for feedback <ul style="list-style-type: none"> <li>a. Survey monkey will go out soon</li> </ul> </li> <li>6. Dates – Reading week worked, stick with that for 2017, so Feb 23, 24 &amp; 25</li> <li>7. Content <ul style="list-style-type: none"> <li>a. Keynotes were strong</li> <li>b. Some more focus needed in a few of the sessions</li> <li>c. Program sessions needed CFTN representation, and greater clarity around standards</li> </ul> </li> <li>8. General feedback: <ul style="list-style-type: none"> <li>a. Being separate from EWB showed growth</li> <li>b. Sophisticated in terms of delegates, program, schedule, etc.</li> <li>c. Great diversity of organizations</li> <li>d. Strong keynotes and sessions</li> <li>e. Great food, entrainment, venue, media</li> <li>f. Session layout was strong with 40-minutes of content, 35-minutes of Q&amp;A</li> <li>g. The hotel was fantastic to work with, especially on fair trade and sustainable product offerings</li> <li>h. Great spinoffs</li> <li>i. People very excited out AGM resolution</li> <li>j. Spoken word was incredible</li> <li>k. Companies found tradeshow useful</li> <li>l. Good connections made</li> </ul> </li> </ol>		
<p><b>3</b></p>	<p><b>Board Meeting Schedule</b></p>		

	<ol style="list-style-type: none"> <li>1. Scheduling the first half of 2016             <ol style="list-style-type: none"> <li>a. March 3</li> <li>b. April 5</li> <li>c. May 5</li> <li>d. June (in-person) 5&amp;6                 <ol style="list-style-type: none"> <li>i. Location is up for discussion (probably Toronto)</li> </ol> </li> </ol> </li> <li>2. New technology for calls?             <ol style="list-style-type: none"> <li>a. We can do a better job with calls</li> <li>b. Go-to meeting still seems to be our best option</li> <li>c. Plan to test system a little on our next call</li> <li>d. Still need to transition to more discussion, compared with updates</li> </ol> </li> </ol>		
<b>4</b>	<p><b>Annual General Meeting</b></p> <ol style="list-style-type: none"> <li>1. Attendance was low</li> <li>2. Communication about it could have been better</li> <li>3. We met legal requirements, but could have done more</li> <li>4. All conference delegates should be members</li> <li>5. The AGM should be the responsibility of the Board, not the Executive Director</li> <li>6. Ideally we get more interest in sitting on the board, so that we have contested elections in the future.</li> </ol>		
<b>5</b>	<p><b>Fairtrade Canada contract</b></p> <ol style="list-style-type: none"> <li>1. Discussion around some of the issues that exist with the current offer</li> <li>2. Next steps – with ongoing governance issues with FTC, it's going to be difficult to properly negotiate. Sean and Eric will push forward anyway</li> </ol>		
<b>6</b>	<p><b>Endorsement Policy</b></p> <ol style="list-style-type: none"> <li>1. Special resolution – was well received by the membership</li> <li>2. Work needs to be done to move from the motion to the endorsement policy document, to program standards</li> <li>3. FTC, CFTN and AQCE outline “high bar criteria”, CFTN and AQCE then state who meets those criteria</li> </ol>		
<b>7</b>	<p><b>Strategic Plan</b></p> <ol style="list-style-type: none"> <li>1. Going back to agenda item 1.6 – aligning board members to areas of focus within our strategic plan</li> <li>2. It's time for the CFTN to hire FT Town, Campus and School leads</li> <li>3. Jess to work with them to develop business models for each, to ensure growth.</li> <li>4. CFTN/AQCE need to have clearer sense of partnership/ownership of programs with FTC</li> <li>5. Workplace, Faith and Ambassador a little rushed, it created some confusion at the conference</li> </ol>		

**\*Meeting Adjourned at 11:55am central time**