

Canadian Fair Trade Network Annual General Meeting: Meeting Minutes

Day: January 16, 2015

Time: 9:00-10:00am

Location: McGill University (New Residence Hall) 3625 Avenue du Parc

Board members present: Kaan Williams (BC), Bev Toews (AB), Krista Pineau (regional- QC), Zack Gross (MB), Nadia Berger (ON), Dustin Johnson (Atlantic Canada), Kyra Moshtaghi Nia (MB), Sasha Caldera (non-regional), Nadia Berger (ON)

*Sean McHugh (Ex-Officio)

**Zack Gross served as meeting chair

Meeting Minutes:

1. **9:25am: Opening Remarks.** Zack welcomed everyone to the AGM. Zack introduced Robert's Rules of Order, checked for language constraints from the audience and found none. Nadia presented the minutes from the 2014 AGM. A **motion to accept the minutes** was put forward by Marianne Pemberton, seconded by Mireille Saurette. Motion passed at 9:33am
2. **9:33am: Review of Agenda** (Zack Gross). Zack gave an overview of the agenda and the board actions. He gave thanks to the board and members. A **motion to accept the agenda** was put forward by Marianne Pemberton, seconded by Kaan Williams's seconds. Motion passed at 9:35am.
3. **9:36am: Report from the Board Chair** (Zack Gross). Zack provided an overview of the year from the Chair's perspective:
 - a. Sean applied and received grant from Heritage Canada to be able to translate materials.
 - b. Thank you to EWB, Fair Trade Canada, in-kind donations, organizations, and members
 - c. 2 external challenges for CFTN:
 - i. Certification and labelling – how do we sort them out and have the movement work together. CFTN supports FLO but we also will work with the many labels and understand them. Handicraft issue – a challenge that we need to address in the following years.
 - ii. An internal challenge faced was funding. Thank you though to Fairtrade Canada for their continued support.
 - d. Thanks to the Board for our strong governance model. Thanks to Bryce Tarling, he has contributed great work. Thanks also to Jessica Frank, Sean McHugh, and the network.
4. **9:43am: Review of last year's Annual Report** (Kyra Moshtaghi Nia). Kyra provided a brief walkthrough, with key achievements outlined. A **motion to accept the Annual Report** was put forward by Robert Hudson, seconded by Marianne Pemberton. Motion passed at 9:47am.
5. **9:48am: Staff Report from Executive Director** (Sean McHugh). Sean provided a summary of activities in 2014:
 - a. Magazine was a big success with 60,000 copies
 - b. New Guides for Towns and companies have been created (in digital and printed form.)
 - c. Schools have launched too.
 - d. Ottawa U and Trent are now Fair Trade Campuses, with #9 and #10 in the works. The applications are growing with 15 to 16 active campaigns

- e. Sean travelled to Japan in the past year to the Fairtrade Symposium and International Fairtrade Towns Conference where 32 countries are now involved.
 - f. Sean was the keynote at CCUFSA
 - g. At the Canadian Teachers Federation Conference, Sean presented a draft pamphlet on Fairtrade
 - h. Thank you to Bryce for all of his work for CFTN, thank you to Eric St. Pierre, Wade Stewart and Jess Frank for all of their contributions to CFTN
 - i. 2015 Priorities:
 - i. Staff at the office and Educational materials
 - ii. Similar campaign calendar with Fairtrade Weeks in May,
 - iii. Handicraft buyers guide, spread to universities and university bookstores
6. **9:56am: Presentation of Finances** (Kaan Williams and Sean McHugh). Kaan provided a brief overview of finances for 2014:
- a. Majority of work was fee-for-service
 - b. EWB has reduced amount given, faster than expected
 - c. Brought up that Sean cut his salary to make up for it
 - d. Conference came out ahead
 - e. Advertising – is free to readers, but advertisers pay
 - f. General Overview by Kaan of Revenue and Expenses
 - g. Will be audited by the end of the year
 - h. A motion to accept unaudited financial statements was put forward by Chris Nicol, seconded by Flavia Kilger. Motion passed at 10:02am.
7. **10:03am: Nominations and Elections** (Dustin Johnson and Krista Pineau)
- a. Dustin introduced the election slate and asked each person to say a few words
 - i. Avery Gottfried (BC)
 - ii. Lia Walsh (ON)
 - iii. Eric St. Pierre (QC)
 - iv. Sasha Caldera
 - v. Kaan Williams (BC)
 - vi. Zack Gross (MB)
 - vii. To be filled this year (SK)
 - b. Directors already sitting from previous AGM: Bev Toews, Kyra Moshtaghi Nia, Bruce Morton, Krista Pineau, Dustin Johnson
 - i. 11 directors on the board, 1 vacancy for SK
 - c. Presentation of slate
 - i. A call for nominations from the floor was made
 - ii. Motion to accept the slate as presented was put forward by Chris Nicol, seconded by Anne Winship. Motion passed at 10:25am
 - d. Questions
 - i. Would it be useful to have a business representative? Jane Gragtmans asked if a business can be on the Board. Sean answered that the Board is restricted to civil society. Discussion was had around the inclusion of businesses; an FT BIA may be possible which the Corporate Engagement Committee is looking at.
8. **10:25am: Closing of the AGM** (Krista Pineau)
- a. Krista closes the meeting.