

Canadian Fair Trade Network – April 26, 2017 Board Meeting Minutes

Time: 4pm – BC | 5pm – AB & SK | 6pm – MB | 7pm - ON & QC | 8pm Atlantic Canada

Board Members: Kyra Moshtaghi Nia, Loïc de Fabritus, Mike Allan, Avery Gottfried, Maria Aman, Ivy McKee, Duane

Nicol, Éric St. Pierre, Keslyn Ayow-James, Erin Bird, Bev Toews

Advisory Council Members: Zack Gross **Staff:** Sean McHugh, Torrye McKenzie

Regrets: none **Absent:** none

*Start time: 4:16 pm PST

Meeting Minutes:

	#	Agenda Item	Person	Date
	1	Meeting Agenda	Avery	Apr 26
		1. Review & approve		
		a. Discussed, all approved. No changes		
	2	Meeting Minutes – Review and Approve	Avery	Apr 26
		1. January 9 th , 2017.		
		a. Discussed, all approved. No changes		
		2. February 27 th , 2017		
		a. Discussed, all approved. No changes		
		3. March 27 th , 2017		
		a. Discussed, all approved. No changes		
	3	Governance		
		1. In-Person Meeting	Sean	
		a. Sean sent around a budget – around \$7,500 cost, this		
		doesn't make much sense right now given our current		
S		cash flow.		
Operations		b. For the time being, I think we should post-pone this		
rat		meeting, and reschedule for September (Canadian Health		
be		Food Association is in Toronto around this time). c. We will see what we can do for a virtual strategic		
		planning session around this time.		
		Board Committees: Strategy, Fundraising, Certification Analysis,	Avery	
		Conference, HR	Avery	
		a. Certification Analysis – someone who stays up to date		
		with new certifications etc.		
		b. We will come up with a terms of reference for the		
		responsibilities of each committee.		
		3. Executive roles: Treasurer	Sean	
		a. Kaan is still filling in		
		b. We could start making that transition – everyone is open		
		to move electronically		
		c. Mike is happy to fill in and carry on throughout the year		
		4. Bylaw & TOR – Further revisions	Avery	
		5. Strategic Framework – Final	Sean	
		a. The final document is out there online and in print		



	b.	It'll go out in our newsletter next week	
	c.	Big and ambitious	
	d.	-	
		along	
		i. Avery – what will government engagement really	
		look like when we start moving forward?	
		ii. Gavin Fridell offered to start the conversation	
		with Global Affairs Canada	
	6. Counc	ils: Advisory & Academic?	Sean
	a.	We could branch off a secondary council of academic's	
	b.	Could bring new people on and see what they have to	
		offer	
	c.	Potentially go after research based money (SSHRC grants	
		etc.)	
4	Financial Man		
		Balance Sheet – April 2017	Sean
		Can view expenses and incomes	
		As a whole we are looking pretty good	
		End of year, we have a cash position of \$10,000	
		Everything that is in the revenue space is locked down	
	e.	Outstanding grant applications are:	
		i. Lush – confirmed \$25,000	
		ii. Waiting to hear on Donner and Max Bell	
	f.	Met someone a few weeks ago who is keen to jump in on	
		grant writing and fundraising – will put it back out to	
		everyone if he is able to jump on board.	
	2. Contra		
	a.		
		i. Is this going to be renewed? Hopefully in June –	
		will build SFU into perspective funds for the next	
		report	
		ii. We are thinking of how we can set up these kind	
	h	of relationships with other universities. Working on: Fairtrade Canada	
	3. Found	_	
	a.		
	b.	Waiting: Donner, Max Bell Rejected: Cadillac Fairview & McLean	
5	Travel	rejected. Cadillac Fall view & McLeali	
,		0 – May 12 – Prairie Road trip	Sean
	a.	· · · · · · · · · · · · · · · · · · ·	Scarr
		Lots of meeting with town and campus groups	
		Will be on the road until mid may	
		5 – July 1 – Ottawa, Toronto, Halifax	
		Will be heading to the Fairtrade Canada AGM	
		Fair Trade Lunch etc.	
	c.		
	[Municipalities Conference. If people aren't in the	
	I		



	sessions, then they are generally exploring the town they are in.		
6	Communication 1. Newsletter – May 1, 2017 a. Coming out too 2. Monthly Webinars		
7	Program Updates 1. Annual Renewals coming up 2. Town: Advocacy Fund a. Will be looked at most likely through the CFTN or the board as a whole. 3. Campus: Silver/Gold Standards a. Will be sent out with the Advocacy Fund 4. School: Curriculum a. Bev Toews- willing to review when appropriate b. Could look into granting through government for this proposal	Torrye	
8	c. Maria and Zack – teachers they can share it with. Campaigns 1. Fairtrade Month 2. World Fair Trade Day a. Zack will send around information about May 13 th b. Bev – something happening in Olds High School and Town c. Choisir Équitable – AQCÉ d. Agenda of Fairtrade Month on AQCÉ – check it out	Torrye	
9	Fair Trade Magazine 1. Media Kit a. If anyone has ideas for the upcoming Magazine b. We are going to push this edition into July this year.	Erik, Sean	
10	National Conference 1. Two Bids to discuss – Vancouver & Calgary a. Tried to run through it all with an eye of 8/9 categories b. Vancouver – quite comprehensive, around 51 pages' long i. SFU, three different buildings we could make work, and 3 different hotels in the \$149 range. ii. SFU will be a great partner in terms of pricing and catering iii. Two of three hotels have full conference facilities iv. Lots of fair trade companies, retailers etc. are based here v. Lots of interesting venues for the Canadian Fairtrade Awards c. Calgary – took a bit more time to review i. Had to do a bit more digging around the hotel side ii. A lot of the hotels were in the \$170/\$220/\$230	Sean	



		range	
		d. Thoughts on dates?	
		 A few other conferences that are in February, 	
		but we could partner up with them and	
		coordinate	
		ii. Could be during BC's reading week, or late April	
		e. No possible sources of funding within the Calgary	
		proposal, but they worked through session development	
		f. Partnering with SFU downtown would mean that we	
		would stay at the Delta	
		a motivation to push their Fair Trade Town campaign by	
		engaging with retailers	
		h. Might be able to make money this year in Vancouver,	
		and given our financial standing, this might make the	
		most sense.	
		 Duane moves to select Vancouver as a host city, Avery 	
		seconds, all in favour except Erin.	
		j. Vancouver approved as 2018 Fair Trade Conference	
		Venue	
>	11	Integrity	
Zi.		 Certification Evaluation and Analysis 	Sean
Integrity		2. Fair Trade vs. Direct Trade	
드		a. Nothing new to update on – circle back next meeting	
	12	Business	
SS		1. Origin Trips	Sean, Jennifer
Business		a. Ecuador November 11 – 19, 2017	,
Sus		i. Been in touch with the Ecuadorian Embassy	
ш		b. Can we move the Webinar up into July	
	13	Advocacy	
ac		•	
Ö		1. Strategic Framework complete	Sean
/oca		Strategic Framework complete Website undate complete	Sean
Advoca		2. Website update complete	Sean
Advocacy	1.0	Website update complete a. Nothing more to update on	
Advoca	14	Website update complete a. Nothing more to update on Regional Updates	Sean Everyone
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Advoca	14	2. Website update complete	



	Erin	
	- Calgary Arts Academy was designated a few weeks ago	
	- Challenging restaurants to use Fairtrade ingredients in the week	
	leading up to World Fair Trade Day	
	Duane	
	- Selkirk will be handing in their Fair Trade Town application at the	
	end of the week	
	- Have been working with a local school in the area	
	- Will be promoting Fairtrade Month	
	Kyra	
	- FT Winnipeg was finally on the agenda to be presented as	
	information instead of a resolution	
	- Winnipeg Art Gallery had an "Art in Bloom Day" which went well	
	- Lots of plans for World Fair Trade Day	
	- A few more workplaces have received their Fair Trade	
	designation	
	- Human Rights Museum will be applying for a Fair Trade	
	Workplace designation	
	Maria Madissassas Sais Tooda Basissassas	
	- Working on a Fair Trade Regina event	
15	Next Meetings:	
	1. May 29 th - send out a doodle poll	
	2. June 17/18 – Ottawa (Tentative)	