

## CFTN Board Meeting

Reviewing and approving Meeting Minutes from our June In-Person Board Meeting in Toronto

Date of Meeting: August 11<sup>th</sup>, 2015

### Attendees:

- Avery Gottfried
  - Eric St Pierre
  - Kaan Williams
  - Krista Pineau
  - Kyra Moshtaghi-Nia
  - Zack Gross
  - Dustin Johnson
  - Bruce Morton
- \*Regrets: Sasha Caldera, Lia Walsh, Bev Toews  
 \*\*Staff: Sean McHugh

### Meeting Minutes:

\*Meeting called to order by Zack Gross at 5:06pm pacific time

#	Item	Responsibility
1	<p><b>Process for this meeting, is to work through the meeting minutes that were prepared for our two day meeting in Toronto in June.</b></p> <p>1. Krista to take notes</p>	
2	<p><b>Notes from Zack. Since June:</b></p> <p>1. McConnell Foundation grant approved</p> <p>2. FTC meeting was carried out on the Monday after the board meeting, June 15. The meeting, which included Sean, Zack, Eric, Lisa and Melissa went well</p> <p>3. Meeting with FTF folks (Rafik, Ash and Robert) which included Sean and Zack was also carried out on June 15<sup>th</sup>, which went well</p>	
3	<p><b>Comment on developing a template to monitor and track activities – needs to be a priority</b></p>	
4	<p><b>Comment about communicating with FTC, Melissa for operations, but needs to be with Lisa and Hugues as well</b></p> <p>1. Comment comes from the general feeling that many at Fairtrade Canada still don't know what the CFTN does</p>	
5	<p><b>June 15<sup>th</sup> meeting with Melissa and Lisa</b></p> <p>1. Comment, has much come of it? So far, no</p> <p>2. Sean suggested typing up the minutes as a good first step</p>	Sean

<b>6</b>	<b>The inclusion of FTF, WFTO and SPP and why it is so important</b> <ol style="list-style-type: none"> <li>1. Connect to endorsement policy</li> <li>2. Connect to overall strategy</li> <li>3. Formal follow-up from the meeting should be sent to Lisa and Melissa</li> </ol>	<b>Sean, Avery &amp; Jess</b>
<b>7</b>	<b>CFTN-AQCE Partnership agreement</b> <ol style="list-style-type: none"> <li>1. Progress has been made on this</li> <li>2. So far everything is looking good, AQCE board has been consulted and is supportive of the partnership</li> </ol>	<b>Sean &amp; Eric</b>
<b>8</b>	<b>FTC - CFTN partnership</b> <ol style="list-style-type: none"> <li>1. Sean and Eric are working on 2016, multi-year contract of what the ownership of the movement looks like</li> <li>2. Current 3-way joint committee (CFTN-AQCE-FTC) but possibility for 5-way committee to connect to more decision makers and stakeholders in Canada</li> </ol>	<b>Sean and Eric</b>
<b>9</b>	<b>Vision writing process</b> <ol style="list-style-type: none"> <li>1. Dustin, Lia, Krista and Sean to begin crafting our new vision</li> </ol>	<b>Dustin, Lia, Krista, Sean</b>
<b>10</b>	<b>Prioritization</b> <ol style="list-style-type: none"> <li>1. Needs to occur so we can best allocate resources</li> </ol>	
<b>11</b>	<b>Business model</b> <ol style="list-style-type: none"> <li>1. Core framework established, now it's time to develop:             <ol style="list-style-type: none"> <li>a. Overall business model</li> <li>b. Data driven model</li> <li>c. Magazine business model</li> </ol> </li> </ol>	<b>Sean, Jess &amp; Avery</b>
<b>12</b>	<b>Business association/network</b> <ol style="list-style-type: none"> <li>1. Sean has put this back to Rafik, Ash and Robert to see what they want first</li> </ol>	<b>Sean</b>
<b>13</b>	<b>Conference update</b> <ol style="list-style-type: none"> <li>1. Fort Garry venue contract now locked down</li> <li>2. Large team forming</li> </ol>	
<b>14</b>	<b>Endorsement policy</b> <ol style="list-style-type: none"> <li>1. First draft complete</li> <li>2. Eric, Krista and Avery to help with review and further research</li> </ol>	<b>Eric, Krista &amp; Avery</b>
<b>15</b>	<b>Supporting 100%'ers</b> <ol style="list-style-type: none"> <li>1. This is something we need to build a strategy around</li> </ol>	
<b>16</b>	<b>Next steps:</b>	

	<ol style="list-style-type: none"><li>1. List out to-do's and action items</li><li>2. Prioritize items</li><li>3. Ensure everyone know who's responsible for what</li><li>4. Set deadlines</li><li>5. Plan next meeting around board members reporting on progress</li></ol>	
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Meeting adjourned at 6:28pm pacific time

Next meeting scheduled for September 9<sup>th</sup> at the usual times