

Canadian Fair Trade Network – January 22nd, 2020 Board Meeting Minutes

Time: 4:30pm – BC | 5:30pm – AB | 6:30pm – SK & MB | 7:30pm - ON & QC | 8:30pm Atlantic Canada

Board Members:

- **Present:** Erin Bird, Bev Toews, Emanuel Lukawiecki, Rita Steele, Eric St Pierre, Keslyn Ayow James, Eileen Chen, Kenneth Boddy
- **Regrets:** Tabatha Sander, Larissa Kanhai
- **Absent:** Mireille Saurette

Advisory Council Members: none

Staff: Sean McHugh

Start time: 4:38pm pacific time

Chaired by: Erin Bird

#	Agenda Item	Person	Date
Process	Meeting Agenda		
	a) Motion to approve Bev, seconded by Erin, all in favour 4:39pm	Erin	Jan 22
Process	Meeting Minutes – Review and Approve		
	a) December 4 th , 2019 – Motion to approve Eric, second by Kenneth, all in favour 4:40pm	Erin	Jan 22
1	Governance & Strategy a) AGM i. Agenda – Needs to be finalized and sent to members. PowerPoint slides need to be put together, call in needs to be setup ii. Director Recruitment i. Mireille stepping off board at the AGM ii. Jan Nesom interested b) 2019 Annual Report i. Digital copy online ii. Hardcopy printed and will be at AGM c) Insurance – General Commercial Liability and Directors & Officers renewed as of Jan 4	Sean	
2	Financial Management a) 2019 Financial Report (as published in our Annual Report) – finished ahead for the year b) 12-Month Projected Balance Sheet, as of January 20 th , 2020. fairly straight forward year ahead with revenue exceeding expenses a. *Cells highlighted blue are estimates for conference expenses/revenue c) Audit of 2019 Financials – Sean will look into this	Sean	
3	Program Management a) First Silver Fair Trade Campus – University of Toronto Mississauga a. Event on campus end of January. b. Send details to Eileen b) New national programs website nearing launch a. Will re-direct CFTN pages to this site b. Resource hub up next.	Sean	
4	National Conference March 13-14, 2020 Calgary, Alberta a) Flights are all booked b) Hotel rooms are all booked	Erin & Sean	

	<ul style="list-style-type: none"> c) Sponsorship – we reached \$44,000 d) Keynotes – Cocoa & Climate Change in the works e) Session & Speakers / Schedule - planning coming along nicely f) Pre-Conference Day g) Registration/Ticket Sales – Please help promote h) Volunteers might be needed to help with note taking, etc. Erin will follow up 		
5	Origin Trips <ul style="list-style-type: none"> a) Argentina – officially off a) Ecuador/Peru – October/November 2020 – looking at this now. 	Sean	
6	Certification Analysis & Evaluation <ul style="list-style-type: none"> a) Fair Trade labels Issue – Needs to be looked at in advance of the AGM. Keslyn, Erin, Kenneth, Bev, Eric all volunteered to help 	Sean	
7	Regional Updates <ul style="list-style-type: none"> • QC <ul style="list-style-type: none"> ○ Fouzia has left the AQCE, Mathilde They has taken her place ○ Ulaval looking at Campus Designation • ON <ul style="list-style-type: none"> ○ Valentines day event coming up in Toronto ○ Promotional event planned for a grocery store in Toronto ○ FT Gala planned for Ottawa • AB <ul style="list-style-type: none"> ○ Bev busy promoting in Olds, fashion projects underway, FT Olds at the hockey game, Renu from Rococoa picking up steam ○ Pre-events in the works in Calgary • BC <ul style="list-style-type: none"> ○ SFU has submitted their gold application 	All	
	Next Meeting: Doodle to be sent out		

**meeting adjourned at 6:26pm*