

Canadian Fair Trade Network – January 30th, 2018 Board Meeting Minutes

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

Board Members: Éric St. Pierre, Maria Aman, Kyra Moshtaghi Nia, Mike Allan, Avery Gottfried, Loïc de Fabritus, Bev Toews, Erin Bird, Ivy McKee

Regrets: Rita Steele, Zack gross

Absent: Keslyn Ayow-James, Duane Nicol

Advisory Council Members:

Staff: Sean McHugh, Torrye McKenzie

* Start time: 4:05 pm PST

#	Agenda Item	Person	Date
Process	Meeting Agenda 1. Review & approve a. Loic motioned to approve – Erin seconded – all in favour 4:05	Erin	Jan 30
	Meeting Minutes – Review and Approve 1. December 13 th , 2017 a. Loic motioned to approve – Erin seconded – all in favour 4:06	Erin	Jan 30
Operations	1 Governance & Strategy 1. Nominations & Elections a. Not Up for election: Avery, Ivy, Duane, Eric, Keslyn, Loic b. Running again: Erin, Bev, Rita c. Not running: Kyra, Maria, Mike i. Last meeting with these three, thank you for being involved over the past few years d. Interested candidates: i. Karli Woods (Brock) ii. Tabatha Sander (UofR) iii. Others? 1. Joy Akaan – Calgary – next year (Erin) 2. Jana – New Brunswick (Maria) 3. Kyra is doing outreach for Manitoba 4. Sarah Perkonig – British Columbia (Torrye) 2. Annual General Meeting (AGM) a. Date: March 1 st b. Time: 3:00-4:30 c. Location: TBD i. ACTION Looking into spaces over the next day or two d. Agenda: Draft Ready for review i. ACTION Adding in discussion of Chapter Network ii. Origin Trip Ecuador and 2018 – within staff report iii. Pass along further recommendations in the next few days 3. Post AGM Social a. Shebeen Whiskey House i. Nice place in Gastown ii. We have the entire back room and will be serving snacks iii. 5:30/6 till 9 iv. Open to anyone who is in town before conference	Sean	

		<ul style="list-style-type: none"> 4. 2017 Annual Report <ul style="list-style-type: none"> a. Published, printed & circulated b. Received strong feedback so far 5. Membership Update Email <ul style="list-style-type: none"> a. Out this week 6. Insurance: Allwest (D & O, Office) <ul style="list-style-type: none"> a. This will be wrapped up later this week 7. Other business <ul style="list-style-type: none"> a. ACTION Plan in-person board meeting for 2018 		
	2	<p>Financial Management</p> <ul style="list-style-type: none"> 1. CFTN Balance Sheet, as of January 29th <ul style="list-style-type: none"> a. Up to date b. ACTION Add totals to final column 2. Revenue Update <ul style="list-style-type: none"> a. \$300k – McConnell Foundation – rejected <ul style="list-style-type: none"> i. Received very little feedback from the application ii. Not interested in long-term funding iii. Shifting the focus of the organization to local organizations with a cultural tie in b. \$75k – Gilgan Foundation – Approved <ul style="list-style-type: none"> i. Sustainable public procurement work ii. Working more closely with universities and municipalities iii. Build out Reeves Consulting’s sustainable procurement network and put it under our operations <ul style="list-style-type: none"> 1. Could increase our annual revenue by \$100,000 iv. Extending free conference invitation c. \$100k – Office of Consumer Affairs – still waiting d. \$25k – Lush Charity Pot – Aiming for February submission e. \$45k – Fairtrade Canada – contract up end of March f. \$32k – SFU – contract up end of March g. Business Sponsorship Package – being drafted <ul style="list-style-type: none"> i. Chartwells is interested in getting onboard h. Emma will be shifting her work to the Gilgan Foundation i. Hoping to hire someone else for grant writing 3. Financial Year End <ul style="list-style-type: none"> a. Published in Annual Report 	Sean	
Grass Roots	3	<p>Conference March 2-4, 2018 Vancouver SFU Harbour Centre</p> <ul style="list-style-type: none"> 1. Budget <ul style="list-style-type: none"> a. Sponsorship \$38,250 Ticket sales \$8,479.84 Other \$2,424.79 2. Welcomes <ul style="list-style-type: none"> a. Councillor Raymond Louie 3. Keynote Speakers <ul style="list-style-type: none"> a. Xiomara Paredas (CLAC) b. Ali & Haider Shabbir (Ali Trading) 4. Sessions – schedule online <ul style="list-style-type: none"> a. Working on descriptions and speakers for 32-sessions 5. Evenings 	Sean	

		<ul style="list-style-type: none"> a. March 1 – Shebeen Whiskey House b. March 2 – Steamworks c. March 3 – SFU Segal Building – Fairtrade awards <p>6. Logistics</p> <ul style="list-style-type: none"> a. Registration Flights Accommodation <p>7. Translation</p> <ul style="list-style-type: none"> a. Something we still need to work on b. Sessions <ul style="list-style-type: none"> i. Fair Trade 101 ii. Fair Trade Programs c. Documents d. Have people identify themselves as able to help with translation 		
	4	<p>Fair Trade Magazine</p> <ul style="list-style-type: none"> 1. Published online <ul style="list-style-type: none"> a. Through ISSUU 2. Printed and shipped <ul style="list-style-type: none"> a. Came into the office Friday and sent out over the weekend 3. AQCE is able to translate articles 		
	5	<p>Campaigns</p> <ul style="list-style-type: none"> 1. Bake Sale Funds <ul style="list-style-type: none"> a. We raised the money in September, but hopefully will be using this money to send a few students to Peru in November b. Two students – hopefully one from McGill 		
	6	<p>Program Updates & Priorities</p> <ul style="list-style-type: none"> 1. Advocacy Fund <ul style="list-style-type: none"> a. If anyone has any suggestions on support please pass them along 2. Group/Org development guide <ul style="list-style-type: none"> a. Working on this over the next few weeks 3. Silver/Gold standards <ul style="list-style-type: none"> a. Sean review and then send it over to Bev 		
Integrity	7	<p>Integrity</p> <ul style="list-style-type: none"> 1. 		
Business	8	<p>Business</p> <ul style="list-style-type: none"> 1. Origin Trips: <ul style="list-style-type: none"> a. Peru November 2018 	Sean	
Advocacy	9	<p>Advocacy</p> <ul style="list-style-type: none"> 1. Sustainable Public Procurement Network <ul style="list-style-type: none"> a. Membership Tools & Resources 	Sean	

10	<p>Regional Updates</p> <ul style="list-style-type: none"> • Quebec – Few fair trade events (4) this month and a bunch of workplaces. Will be bringing three schools to conference and expect a good turn out at the next Magasin du Monde meeting. • Ontario – Mike was invited to speak on a panel for WUSC, had Western’s annual designation celebration, my Fair Valentine is in the planning works, and a committee meeting is scheduled. • Manitoba – Committee meeting took place in Winnipeg to talk strategy. • Saskatchewan – My Fair Valentine campaign, fundraiser for EWB and conference promotion. • Alberta – Olds Town is sponsoring an event, school bought fair trade t-shirts for their volley ball team and interact club and basketball team (160 t-shirts now), brining 4 students and a teacher to conference. Ten Thousand Villages closed in Red Deer, but the manager might be working on designating La Coombe as a Fair Trade Town. Calgary is bringing 3 designers to conference, helping source Fairtrade wine and coffee for an upcoming EWB conference • British Columbia – SFU Fair Trade Social took place on January 25th, UBC International Development Week Conference February 10th, University of Victoria has been designated as a Fair Trade Campus, new Workplace in Richmond, Nanaimo is working on their town designation. 	Everyone	
11	<p>Tentative Meeting Schedule:</p> <ol style="list-style-type: none"> 1. During conference – Mostly likely afternoon of March 1 2. March? 		

*Meeting adjourned: 5:03pm PST