

## Canadian Fair Trade Network – June 17<sup>th</sup>, 2020 Board Meeting Minutes

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

### Board Members:

- **Present:** Erin Bird, Eric St Pierre, Kenneth Boddy, Giada Simone, Annaliese Beck-McKenzie, Larissa Kanhai, Madison Cote
- **Regrets:** Service Opere, Daphna Lewinshtein
- **Absent:** Emanuel Lukawiecki, Keslyn Ayow-James

### Advisory Council Members:

**Staff:** Sean McHugh

**Start time:** 4:36pm – BC | 5:36pm – AB & SK | 6:36pm – MB | 7:36pm - ON & QC | 8:36pm Atlantic Canada

**Chaired by:** Erin

#	Agenda Item	Person	Date
Process	<b>Meeting Agenda</b> a) Review & Approve a. Motioned by Kenneth b. Seconded by Maddison c. Unopposed	Erin	June 17
	<b>Meeting Minutes – Review and Approve</b> a) May 6, 2020 a. Motioned by Annaliese b. Seconded by Maddison c. Unopposed	Erin	June 17
1	<b>Governance &amp; Strategy</b> a) AGM Follow Up i. Minutes b) Vacant seats: i. BC	Sean	
2	<b>Financial Management</b> a) Cash Flow Statement, as of June 16 <sup>th</sup> I. Accounts Payable (owing): \$6,500 II. Accounts Receivable (invoices to go out): \$9,040 III. Expenses at a minimum b) TelPay setup with Keslyn c) Signing authority at the Bank is being worked on now	Sean	
3	<b>Partnerships</b> a) Fairtrade Canada AGM, held Friday, June 12 <sup>th</sup> a. Discussion about FT in the age of COVID to start b. Re-election of board members (Lindsay Colley, Michael Yarymowich, Eugene Ellmen, Bill Barrett). *Eugene now Chair c. Passed a few bylaw amendments d. Check out the <a href="#">FT Canada annual report</a> i. Products are growing strong but the coffee is still the largest product in terms of sales ii. 6.8 million in premium generated, up from 6 million last year iii. Behind the peel – 1.25 million impressions made b) Ten Thousand Villages Canada – Supporting the remaining independent stores a. Because of the folding of the business the stores that are remaining	Kenneth          Sean	

	<p>opening are going to become some independent stores</p> <ul style="list-style-type: none"> <li>b. The supply lines, the contacts and emails will all be coming down though.</li> <li>c. As these stores do form the backbone of the communities it would be good to support these last remaining stores.</li> </ul>		
<b>4</b>	<p><b>Communications:</b></p> <ul style="list-style-type: none"> <li>a) The Essential Guide to Fair Trade in Canada and Beyond <ul style="list-style-type: none"> <li>a. Sean is now an editor of the book and the CFTN will be partially presenting this book now</li> <li>b. Fernwood provided upfront funding for writers, which will be sued for editing</li> <li>c. Ideally pulled together by the end of the year <ul style="list-style-type: none"> <li>i. Launch could be tied to a conference or some other moment in the spring</li> </ul> </li> </ul> </li> </ul>	Sean	
<b>5</b>	<p><b>Program Management</b></p> <ul style="list-style-type: none"> <li>a) Renewal requests went out to Towns, Campuses, Schools, Workplaces and Faith groups on May 28<sup>th</sup> <ul style="list-style-type: none"> <li>a. Renewal is going to be different this year, in particular in places where people have been laid off or transferred positions.</li> </ul> </li> <li>b) Supporting groups during Covid19 restrictions <ul style="list-style-type: none"> <li>a. Considering we are facing so many restrictions at the moment what can and should we be doing to make sure that we don't loose ground</li> <li>b. We also run the risk of losing momentum so are there some ways that we can support towns, campuses and schools? <ul style="list-style-type: none"> <li>i. Can we do a virtual campus event in September?</li> <li>ii. Can we facilitate communication and lessons learned between towns</li> <li>iii. We can tap into the Ambassador's program as well.</li> <li>iv. Can we host a webinar to discuss transparency and accountability, in particular the new data systems being implemented by Fairtrade Canada</li> </ul> </li> </ul> </li> </ul>	Sean  Kenneth	
<b>6</b>	<p><b>National Conference</b></p> <ul style="list-style-type: none"> <li>a) Final Report <ul style="list-style-type: none"> <li>a. There is a list of recommendations that Erin has added to really share lessons learned going forward.</li> <li>b. Sean will take a review and hopefully build a good narrative that could be shared</li> <li>c. We could include the small steps to keep people engaged.</li> </ul> </li> <li>b) 2021 <ul style="list-style-type: none"> <li>a. There is a series of requests for next year though this might be difficult to plan considering all the unknown unknowns.</li> <li>b. We could also take an opportunity to make it a virtual conference <ul style="list-style-type: none"> <li>i. Larissa will take the opportunity to put a concept on paper of what a virtual event could look like to share others.</li> </ul> </li> </ul> </li> </ul>	Sean	
<b>7</b>	<p><b>Fair Trade Certifications</b></p> <ul style="list-style-type: none"> <li>a) Setting up a review and evaluation process/framework <ul style="list-style-type: none"> <li>a. This is a commitment we have from our AGM despite the changes with COVID-19 we need to get started on this so we can have an answer prepared for our next AGM.</li> </ul> </li> </ul>	Kenneth/Sean	

	<p>b. Sean will be happy to start this process though would appreciate some support to get going.</p> <p>c. Kenneth and Sean will talk offline to come up with a plan and a way forward for this process that can be shared with the board.</p>		
<b>8</b>	<b>Regional Updates</b>	All	
	<p><b>Next Meeting:</b></p> <ul style="list-style-type: none"> <li>• Possible dates: August 11, 12, 18 or 19</li> <li>• Doodle poll: <a href="https://doodle.com/poll/rbmu9t2ct9bk6swx">https://doodle.com/poll/rbmu9t2ct9bk6swx</a></li> </ul>		

**Adjourned at:** 5:50pm – BC | 6:50pm – AB & SK | 7:50pm – MB | 8:50pm - ON & QC | 9:50pm Atlantic Canada