

## Canadian Fair Trade Network – March 2<sup>nd</sup>, 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, Kenneth Boddy, Larissa Kanhai
- **Regrets:** Tabatha Sander
- **Absent:** Mireille Saurette, Rita Steele, Keslyn Ayow James, Eileen Chen

**Advisory Council Members:** none

**Staff:** Sean McHugh

**Start time:** 4:40pm pacific time

**Chaired by:** Erin Bird

#	Agenda Item	Person	Date
Process	<b>Meeting Agenda</b> a) Reviewed & Approved. Moved by Emanuel, seconded by Kenneth, all in favour, 4:41pm	Erin	Mar 2
	<b>Meeting Minutes – Review and Approve</b> a) January 22 <sup>nd</sup> , 2020. Motion to accept, Kenneth. seconded by Emanuel, all in favour, 4:42.	Erin	Mar 2
1	<b>Governance &amp; Strategy</b> a) Harassment Policy <ol style="list-style-type: none"> <li>i. These have been updated by Kenneth and Erin those changes have been circulated by Erin for everyone's comments</li> <li>ii. As next steps Kenneth will incorporate some changes and circulate a final version before the conference</li> <li>iii. Slides will be created by Kenneth to be shared at the AGM to provide everyone updates</li> </ol> b) AGM Planning <ol style="list-style-type: none"> <li>i. Agenda – Needs to be finalized and out to members - Sean will be circulating an agenda soon and a draft of this was shared with everyone for comments.               <ol style="list-style-type: none"> <li>i. Need to add: Call in details, harassment policy, update on labels, candidate details</li> </ol> </li> <li>ii. Director Recruitment underway - Representation for all the board seats will be the priority at the moment so if anyone has suggestions of good candidates please send them to Sean.</li> </ol>	Kenneth Sean	
2	<b>Financial Management</b> a) 12-Month Projected Balance Sheet, as of March 2 <sup>nd</sup> b) Things are looking good at the moment, looking to break even on the conference very soon and that was one the biggest unknowns	Sean	
3	<b>National Conference   March 13-14, 2020   Calgary, Alberta</b> a) Conference is next week! b) Updates from Sean <ol style="list-style-type: none"> <li>a. Things are looking good</li> </ol>	Erin & Sean	

	<ul style="list-style-type: none"> <li>b. The content is all done</li> <li>c. Delegate members are growing at the moment so that is really good</li> <li>d. Just need to finalize the agenda books and send them to printing and then we are done</li> </ul> <p>c) Updates from Erin</p> <ul style="list-style-type: none"> <li>a. Lunch time talk on March 11th on chocolate</li> <li>b. Coffee farmer meet and greet right after the AGM</li> <li>c. Pop-up events available on the website</li> <li>d. There are restaurants that are pre-booked so if anyone is interested please let Erin know so that can be arranged</li> <li>e. The trade show this year will be really interesting as well.</li> <li>f. If anyone is available to help with volunteering for the conference as additional help then please let Erin know</li> </ul>		
4	<p><b>Certification Analysis &amp; Evaluation</b></p> <ul style="list-style-type: none"> <li>a) This was a commitment at the last AGM and unfortunately this has not been progressed in a significant way because it has not been moved up the priority list</li> <li>b) The decision will have to be pushed until after the AGM. At this AGM we will have to admit that this is something that we did not get to and commit to a new timeline over this next year.</li> <li>c) By end of day Wednesday everyone to send thoughts into Sean about what we would like to see in terms of process we would like to see in terms of standards and so that we can commit to something at the AGM.</li> </ul>	Sean	
5	<p><b>Origin Trips</b></p> <ul style="list-style-type: none"> <li>a) Ecuador/Peru – October/November 2020</li> <li>b) Quick updates that there will likely be a trip in the fall next fall so hopefully that will be finalized relatively soon</li> </ul>	Sean	
	<p><b>Next Meeting:</b></p> <ul style="list-style-type: none"> <li>• March 12<sup>th</sup> (Our AGM, 3:00pm, Hotel Arts, Room: Galleria)</li> </ul>		