

Canadian Fair Trade Network – November 20th, 2018 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:** Avery Gottfried, Rita Steele, Bev Toews, Tabatha Sander, Mireille Saurette, Kenneth Boddy, Eileen Chen, Eric St Pierre, Fouzia Bazid, Keslyn Ayow James
- **Regrets:** Erin Bird
- **Absent:** Ivy McKee

Advisory Council Member Attendees:

- Zack Gross

Staff:

- Sean McHugh, Sarah Heim

*Meeting started at 4:38pm

**Meeting chaired by Kenneth Boddy

#	Agenda Item	Person	Date
Process	Meeting Agenda a) Review & Approve a. Eileen motion to approve, Tabatha seconded, all in favour	Kenneth	Nov 20
	Meeting Minutes – Review and Approve a) September 29-30, 2018 a. Rita motion to approve, Keslyn seconded, all in favour	Kenneth	Nov 20
1	Governance & Strategy a) Strategic Plan Re-Write – First Draft i. Sean: Went down from 4 to 3 pillars, tried to work through all that we talked about at our in-person meeting and update some of the information/goals based on what we've achieved so far. Slight shift in pushing the private sector from a grassroots level rather than supporting businesses. Pillar III got cut down. A bit more on financial strategy also. ii. Rita: Add FT Town, Campus, Designation Goals to sections iii. Rita: Add "increase numbers" to Faith group iv. Rita: Cross-border collaboration is a big part of the Strategic Framework that was thrown in at the bottom (Trade Fair Live Fair). Very big concept, shouldn't be presented just as a footnote. Sean not sure if this is something that will happen, but this part could be shifted elsewhere into the Framework and maybe change the description as "something to get started" rather than leading North America. v. Kenneth: Engaging the Private Sector with Origin Trips – not sure this is the best place for the trips. So far they have been more about building grassroots support, so potentially move to section one. vi. Kenneth: On the website, beyond outlining legislative areas we want to work with, try to describe how we will work with them. Add more "how's". vii. Rita: add numbers into sections detailing goals. Fair Trade Magazine: no metrics about how much this is intended to grow	Sean	Nov 23

	<p>(ads, readers, copies...). Quantify as many goals as possible.</p> <p>viii. Mireille: for the programs, one of first goals is to have active groups and renew yearly. What does “active” mean? Add some context such as general communication, an event per year, two meetings per year, etc.</p> <p>ix. Mireille: For “push the private sector” – variety of things we will do so maybe move action 1 to pillar 1, leaving action item 2 only in this area. Shift some of the we will statements into goals/actions.</p> <p>x. Deadline of 23rd Nov for final comments.</p> <p>b) Where we stand document – First Draft</p> <p>i. Outlines the systems we recognize and don’t, comments on direct trade and corporate programs, etc. More to be done. What format should this be in its final version?</p> <p>ii. Bev: add stuff on Direct Trade, such as no long-term relationship, not connected to global efforts</p> <p>iii. Rita: likes the simplicity of it. Using the criteria outlined in this document can really help any organization to make graphics, explain this to others.</p> <p>iv. Mireille: use a sort of table or graph with logos just for people who might go discuss with businesses. What does CFTN’s stance mean for Fair Trade programs – accepting FLO and SPP logos. Some stuff on FLO and WFTO. To be discussed more with FTC and AQCE. Mireille puts it this way: wherever possible, seek out FLO symbol.</p> <p>v. Avery: come up with source on Direct Trade claim (percentage number) – maybe reword this to the reality of international trade often requires brokers</p> <p>vi. Sean: Add note on FT USA banana premium cut in half</p> <p>vii. Deadline: Nov 23rd for final comments.</p> <p>c) End of Year Planning</p> <p>i. 2018 Annual Report</p> <p>ii. Everyone to share thoughts on what they’d like to see in the Annual Report by Nov 30th</p> <p>iii. Hoping to have a first draft out (content only) by December 7th and wrap up design by following week.</p>		<p>Nov 23</p> <p>Nov 23</p> <p>Nov 30</p>
2	<p>Financial Management</p> <p>a) CFTN Balance Sheet, as of November 1, 2018</p> <p>a. Will have more of a financial plan by the next meeting</p> <p>b. Wrap things up by the end of December</p> <p>c. Sarah will be in Europe by mid-December</p> <p>d. Sean will take the ten days over Christmas/New Year’s</p> <p>b) Grant in from Nutrien for \$50,000</p> <p>c) Contract renewed with SFU until March 31, 2019</p> <p>d) Ending the year with about \$80-90,000</p> <p>e) Potential grant writer contact</p> <p>f) One small clarification left with auditor before report sent out (hopefully over the next three weeks)</p>	Sean	
4	<p>Travel</p> <p>a) Peru: November 9-18</p>	Sean	

	<p>a. Went very well, great week around the Piura region. Everything went quite smoothly, great visits. Spent a day with Norandino, then a day out with cocoa farmers, a day with coffee producers up on the fields, and a day on sugar, and a day out on a banana farm. Looking like we'll come out of this trip with about \$5,000 of revenue.</p>		
5	<p>Communications</p> <p>a) Blog published on the release of the Federal Governments Report "A Call to Action: Ending the Use of All Forms of Child Labour in Supply Chains"</p> <p>b) Blog published on the release of the new FT Charter</p> <p>c) Newsletter out through Keela now</p>	Sean	
6	<p>Fair Trade Magazine</p> <p>a) Into print in early January</p> <p>b) Will be looking for people to review articles over the next few weeks. Please be in touch with Sean if interested. Want to wrap up pre-Christmas to have in print in January.</p>	Sean	
7	<p>National Conference</p> <p>a) Registration now open, Early Bird open until Nov 30</p> <p>b) Sponsorship: we're up to \$25,500. Targeting \$40,000</p> <p>c) Logistics:</p> <p> i. Flights & Hotel</p> <p>d) Keynotes: Brad Hill (Friday) & Maude Barlow (Saturday)</p> <p>e) Sessions: 24 draft sessions now online</p> <p>f) Invitations</p> <p>g) Parliament day</p> <p>h) Promotion: Website, Facebook, Twitter, Newsletter</p> <p>i) Book flights: please be in touch with Sean about preferred dates of travel during this week. AGM scheduled for the afternoon of the 28th.</p> <p>j) Most help needed for session planning-leading. Put thought into description, finding speakers... Have a look over the current schedule and if interested, plug into a session by Nov 28</p> <p>k) For campaign and lobbying – Bev can reach out to Curtis to see if he's interested in helping out. Likely on the 28th.</p>	Sean	<p>Nov 23</p> <p>Nov 28</p>
8	<p>Programs</p> <p>a) Update on latest designations: 26 towns, 34 campuses, 21 schools, 48 events, 61 workplaces, 10 faith groups</p>	Sarah	
9	<p>Campaigns</p> <p>a) Fair Trade Campus Week a wrap with over 70 campuses having participated</p> <p> a. FTC report is out</p> <p>b) Canadian Fairtrade awards Applications being accepted until Nov 22</p> <p> a. Please spread the word!</p>	Sarah	
10	<p>Projects</p> <p>a) Sustainable Public Procurement Planning underway</p> <p> a. Sean and Jackie met with Reeve Consulting, follow up in two weeks.</p>	Sean	
11	<p>Advocacy</p> <p>a) Plan is to begin working on a strategy to push Modern Slavery Legislation in 2019. Centre Parliament Day on this. Burnaby MP reached out on this also.</p>		

12	<p>Regional Updates</p> <ul style="list-style-type: none"> a) Atlantic Canada: ran a few versions of the Food Trade Game using the Fair Trade model with pretty good turnout. b) Quebec: Montreal motivated to become designated, planning to celebrate designation in second week of May. AQCE trying to get the Lush grant. One of the students (who came to Vancouver’s Conference last year) gave a presentation on Fair Trade at a school conference with 500 students who attended. c) Ontario: another FTOE meeting running through next steps, starting to work on political support. Hoping this aligns well with Conference. Fair Trade Toronto have restructured a bit and rebuilding now. d) Manitoba: Near and Fair event celebrating Winnipeg’s first year anniversary of being FTT. Close to 100 people out. School becoming Fair Trade School next week, and a campus getting there. Next targets are bakeries, trying to connect them with Camino for bulk baking products. Difficult with Christmas coming up, but some interest. Zack will be doing a Lunch & Learn with people at Global Affairs Canada and promote Conference. Brandon – slower progress. A few plans for the New Year, including a flag raising ceremony to mark 5-year ceremony in Brandon. e) Saskatchewan: did Halloween, giving out Camino chocolates. Will plan next events and figure out next steps to make U of Regina Fair Trade Campus. f) Alberta: will be serving A&W coffee. Talked to Better Business Bureau, asking if they will put clean supply chains into their awards. Went to a social enterprise day, connecting a fashion designer with Erin to find FT cotton. Having a FT Market soon. g) BC: presentations with UBC procurement staff and students. Fair Trade Vancouver working on strategy and Executive Director position. 	Everyone	
13	<p>Next Meeting</p> <ul style="list-style-type: none"> a) December 10, 11 or 12 Doodle: https://doodle.com/poll/8sdz54f53vbt3f9g 		

*Meeting adjourned at 5:45pm