

## Canadian Fair Trade Network – September 16<sup>th</sup>, 2020 Board Meeting Agenda

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

### Board Members:

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

**Advisory Council Members:** Zack

**Staff:** Sean

**Start time:** 4:36pm pacific time

**Chaired by:** Eric

#	Agenda Item	Person	Date
Process	<b>Meeting Agenda</b> a. Review & Approve – no changes. Motioned: Emanuel. Seconded: Daphna. All in favour: 4:37pm	Erin	Sept 16
	<b>Meeting Minutes – Review and Approve</b> a. June 17 <sup>th</sup> , 2020 – No changes. Motioned: Kenneth. Seconded: Keslyn. All in favour: 4:38pm	Erin	Sept 16
1	<b>Governance &amp; Strategy</b> a) Strategic Plan Update <ol style="list-style-type: none"> <li>i. Travel, meetings, events and conferences, our conference, the magazine, and origin trips on hold</li> <li>ii. Future of our work, the fair trade movement and the CFTN</li> </ol> b) Discussion: <ol style="list-style-type: none"> <li>i. Sean has created a document for the board to review. We can put this into something that we can ultimately share wider for some others who are involved to get additional input.</li> <li>ii. We need to be able to provide a way for people to stay connected and feel engaged with the movement</li> <li>iii. This might also be a good time to really focus on the certification review.</li> <li>iv. Other ideas:               <ol style="list-style-type: none"> <li>i. COVID FT buddy program to keep up some sense of accountability</li> <li>ii. Social media programs like a Tik Tok Challenge to engage students</li> <li>iii. Online origin virtual trips</li> <li>iv. There could be some small in person gatherings in some parts of the country.</li> </ol> </li> <li>v. Conference: There is the idea of sharing the conference virtually but also lengthening it so it can be a series of 30 minute seminars over an one week period. Madison and Larissa have met with a contact of Madison's and have brainstormed ideas for what the conference can look like.               <ol style="list-style-type: none"> <li>i. Finding a place for the programs is going to be critically important because the conference is going to be so important.</li> </ol> </li> </ol>	Sean	

2	<p><b>Financial Management</b></p> <p>a) Cash Flow Statement, as of Sept 15<sup>th</sup></p> <ol style="list-style-type: none"> <li>I. Accounts payable (owing): \$9,040 &amp; \$750</li> <li>II. Expenses at a minimum</li> <li>III. Next year – we will likely be able to get by with what we have now though we might be slightly limited.             <ol style="list-style-type: none"> <li>i. There will also be options to explore options for revenue even with virtual events, direct donations, or finding new partners.</li> </ol> </li> </ol>	Sean	
3	<p><b>Communications:</b></p> <p>a) The Fair Trade Handbook: Building a Better World, Together – Coming together</p> <ol style="list-style-type: none"> <li>a. There are a couple dozen authors working on different chapters.</li> <li>b. Now we have about half the chapters already handed in.</li> <li>c. Hopefully by the end of the calendar year the book will be with the publisher so that they can do design, lay-out. Ideally it will be ready to be finalized by the start of the summer</li> </ol>		
4	<p><b>Program Management</b></p> <p>a) New national Program website</p> <ol style="list-style-type: none"> <li>a. New site up (phase 1) <a href="https://fairtradeprograms.ca/">https://fairtradeprograms.ca/</a> <ol style="list-style-type: none"> <li>i. CFTN site now linked up</li> </ol> </li> <li>b. Resource Hub (phase 2) – under development</li> <li>c. Automated renewal/application process (phase 3) – looking at for early 2021</li> </ol> <p>b) Supporting groups during Covid19</p> <p>c) Campus Week 2020</p> <ol style="list-style-type: none"> <li>a. Pippa has been leading on the planning of this and it is looking good with a series of speakers that week</li> </ol> <p>d) Been working on the first gold campus that will be announced soon.</p>	Sean	
5	<p><b>National Conference</b></p> <ol style="list-style-type: none"> <li>a) Final Report coming</li> <li>b) 2021 – talked about as part of strategy discussion</li> </ol>	Sean	
6	<p><b>Label Evaluation</b></p> <p>a) Setting up a review and process/framework</p> <ol style="list-style-type: none"> <li>a. Kenneth will work on a draft that will be brought to the next board meeting.             <ol style="list-style-type: none"> <li>i. Erin and Sean will provide input</li> </ol> </li> </ol>	Kenneth/Sean	
7	<p><b>Regional Updates</b></p> <ul style="list-style-type: none"> <li>• Madison did an interview with Village Goods which is recorded so she can share those with everyone</li> <li>• Madison is doing a Fair Trade Coffee chat that people should check out.</li> <li>• Erin had a meeting with a Calgary council which seemed to go well which is encouraging.</li> </ul>	All	
	<p><b>Next Meeting:</b></p> <ul style="list-style-type: none"> <li>• Doodle poll will be sent out for possible October 27, Oct 28, Nov 3, Nov 4: <a href="https://doodle.com/poll/78s9bbkzeu68qcte">https://doodle.com/poll/78s9bbkzeu68qcte</a></li> </ul>		