



Canadian Fair Trade Network – Annual General Meeting – Minutes

When: Thursday, February 28th, 2019

Time: 3:30 - 5:00pm (Eastern Standard Time – EST)

Location: Impact Hub: 123 Slater St, 6th Floor, Ottawa, ON K1P 5H2 | Room: The Workshop Room

Members Present:

André Jalbert, Anna Kim, Bev Toews, Bob Thomson, Chanaka Kurera, Christopher Solt, Daphna Lewinshtein, Daryl Reed, Eileen Chen, Emmanuel Lukawiecki, Eric St.-Pierre, Erin Bird, Fouzia Bazid, Ivy McKee, Joey Pittoello, Kenneth Boddy, Krista Pineau, Larissa Kanhai, Marise May (Online), Megan Redmond, Mathieu Papillon-Darveau, Melissa Dube, Mireille Saurette, Patricia Barrett, Rita Steele, Shyanne Matone

***Meeting chaired by Erin Bird**

Meeting Minutes:

3:30 - Call to Order and Welcome

- Eileen Chen brought the motion, seconded by Rita Steele
- Call to order passed

3:35 - Agenda - Presentation and Acceptance - 2018 AGM Minutes - Review and Accept

- Amendment for fair for life addition in the general discussion and Q and A
- Fouzia brought the motion, Bob Thomson second
- Agenda Passed

3:40 - President's Report (Erin)

- Pretty successful conference at the conference in Vancouver
- A board meeting took place in September in Ottawa to review the strategic plan and start planning for this conference
- Notable things
 - Subcommittee on chapter system
 - Information gathering
 - Provincial chapters or recognizing each initiative as chapter
 - Bylaws, communication and financials all to be considered
 - Would be great to hear from the membership
 - Updating the strategic plan
 - Finalized Sean's contract and approved a small raise this year

3:45 - Staff Report (Sean)

- It has been another really good year
- People on the origin trip have been great and people have remained active
 - There is an announcement on the 2019 and 2020 trips to come tomorrow
- Program work is going well
 - Towns not growing at the pace that we hoped
 - Campus numbers continue to grow (up to 35 campuses at this point)
 - Workplaces and events are growing amazingly (both over 60 this year)
 - Operations
 - Staff have been up and down
 - Tory left last year
 - Sarah Heim was hired in August, and has left as of mid-February
 - Erik is still with us doing all the design work



3:50 - 2018 Annual Report

- Review of the annual report
 - Advisory council
 - *Question: Do they meet regularly?*
 - No, they work largely ad hoc and probably should be revisited
- The magazine is holding well with numbers and keeps at a break-even place
- If there any ideas for this year's report, please be in touch with Sean

4:00 - 2018 Financial Report

- Financial processes
 - Everything is digital at this point
 - There is a bookkeeping firm that works out of Vancouver for \$300/month
 - Double approval process through Sean and Rita
 - Working through Quickbooks online makes the process cleaner and more accountable
- Revenues
 - Carryover funds and Peter Gilgan Foundation at the start
 - The Vancouver conference came in positive
 - Lush charity pot ends this year
 - Magazine advertising was a little under target this year
 - *Questions:*
 - Peter Gilgan is that reoccurring?
 - Not yet but hopeful
 - What does the FT Canada contract involve?
 - Managing the programs
 - Do you work with the Board to seek additional revenue?
 - No, it is done as we can make it happen
 - If you had the structure in place would you run a capital campaign?
 - Yes, it is something that would be good. Would love to work more with universities and consult a professional grant writer.
- Expenses
 - The top line is salaries
 - The conference last year came in lower than revenue, so it was a good year
 - Travel for the year is just for staff
 - Governance line is for the board and this year we tried to keep it on the cheap
- This year we got a complete financial audit so that should be coming out soon
- *Questions:*
 - Are you looking to gather some additional funds from the government?
 - This is difficult cause it is a multi-year commitment, but we are hoping to maybe tap into the MCIC funding
 - Lush funds, can they be renewed in the future?
 - Probably not but we will revisit
 - Are there any projections for expenses in the future that would be of concern?
 - Not really, this conference has been a tough one this year, but we can review
 - Are you looking into advocacy work this year? If so, how will you reconcile that with government funding?
 - Yes, this is something we
 - Is there a hope to grow basic funding through
- Motion to accept the unaudited financial statement and audited statements will be sent out later
 - Rita Steele brought the motion, seconded by Mireille Saurette



- Passes

4:10 - Strategic Plan

- This is a bit of a living document with edits being made over time with some refocusing around sections 2 and 3 of the strategic plan
 - It has been difficult to find funds to work with the private sector so now we are working on pushing strategies to bring more people to the table and late adopters
 - Political advocacy was quite lengthy before and now it is refined and now there are some early efforts in particular for the modern slavery legislation
 - The other section we are working on is government procurement, there are some first steps at the conference
 - Also working on ODA
- Exciting that there is some push for FT Nation status
 - Working on policy coherence
- Strategic plan tied to 2020?
 - It's the aim, primarily in the first pillar the other two are more aspirational
- There is a logical alliance with the Leap Manifesto and Green New Deal people

4:20 - Other Business: Discussion on developing a chapter system for the organization and network

- Purpose: How do we work to umbrella individual initiatives to provide coherence
- Current model: Individual (general membership)
 - Recognition of approved FT Towns, campuses, etc.
- Under consideration:
 - Local committee or chapter model with institutional membership
- Open discussion: Anything anyone wants to raise
 - Generally, we have kept everything very loose, but it might be useful to provide a little more structure
 - How do you provide data and reporting but still retain some sense of independence?
 - This might create some additional administrative burden
 - Thinking of it as regional networks might be helpful and still provide autonomy
 - This might be creating some additional 'committees' and granting responsibly where they already exist
 - It might be useful for towns and cities to formalize under CFTN to provide clarity
 - There might be some different needs based on campaigns and provincial networks
 - How does this work in other jurisdictions?
 - There definitely is a bit of mix going with mixed levels of results
 - The administrative burden on the CFTN might be quite high considering these chapters would be legally tied to the CFTN
 - Every year there seems to be a push for greater and greater collaboration, and we need a firm commitment this year
 - Maybe we can set up a digital platform and start a bit of collaboration
 - If this happens it might mean that geography might not be as important
 - Organizing by program area might make more sense
 - There is going to be a centralized internet hub created by the Quebec Association and the CFTN
 - We can set up a working group to explore this issue, if you are interested please contact Erin.

4:30 - Election of Directors

- 6 seats are not up for election this year
- 6 Seats are up for election
 - Notes on seats:



- Regional allocation – of the 6 open seats, 1 seat must be held for each of the following regions: MB, QC & Atlantic. The other 3 can be allocated to any province (to a maximum of 3 seats per province). Our bylaws outline 7 regions in Canada, and each region is allocated a minimum of 1 seat. We currently have directors in BC, AB, SK & ON, we therefore need a minimum of 1 director for MB, QC & Atlantic.
- Seats are open to all members in good standing.
- Restrictions: Directors must not have direct interest in the commercial selling or certifying of fair trade products (in accordance with the articles).
 - Candidates:
- Current Board members interested to run again:
 - Eric St Pierre (QC)
 - Keslyn Ayow-James (Atlantic)
 - Mireille Saurette (MB) *appointed September 30th, 2018, so will stand for election
 - Fouzia Bazid (QC) *appointed September 30th, 2018, so will stand for election
- Nominations/Interested Candidates:
 - Karli Woods (Ontario)
 - Shyanne Matone (Ontario)
 - Emanuel Lukawiecki (Ontario)
 - Larissa Kanhai (MB)
- Election process:
 - Presentations from all interested candidates will be made
 - Nominations from the floor will be heard
 - A vote will then be carried out.
- Emmanuel won
- Motion to accept the board
 - Kenneth seconded by Eileen

4:55 – General discussion/Q&A

- Journal for fair trade to be handed out for people should they be interested
 - There was a pamphlet to be handed out
- Supported certifications
 - Background: As a response for the movement away Fair Trade USA from the FLO system there was a list of supported certifications and the list has not been updated with a particular focus on the inclusion for Fair for Life
 - There is information available on Fair for Life so we are at the point where a decision can be made and action on the part of the CFTN should be taken
 - The Quebec association has recognized the Fair for Life certification
 - Owner of Cha's organics made a statement
- Proposed motion: Within the year the CFTN board will review the fair trade verifications (as defined by the CFTN) that it as an organization supports as well as the way in which it communicates that support and the criteria used. The new list of fair trade verifications will be put to a vote at no later than the next AGM.
 - Proposed by Daryl Reed, seconded by Larissa Kanhai
 - Motion passed

5:15 – Meeting Adjournment

- Proposed by Daryl Reed, seconded by Larissa Kanhai
- Motion passes