

## The Canadian Fair Trade Network

Board of Directors Meeting – October 25<sup>th</sup>, 2012

**Time:** 5pm Pacific, 6pm Mountain, 7pm Central, 8pm Eastern, 9pm Atlantic

- Meeting got underway at: 5:05pm Pacific
- Meeting finished at: 6:28pm Pacific

### **Call in details:**

- Go-to-Meeting: <https://global.gotomeeting.com/join/130458653>
- Access Code: 130-458-653 | Meet ID: 130-458-653

### **Attendees:**

1. Eric St Pierre (QC)
  2. Zack Gross (MB) – Meeting Chair
  3. Bruce Morton (ON)
  4. Kaan Williams (BC)
  5. Nancy Allan (SK)
  6. Kelly James (AB)
  7. Lia Walsh (ON)
- \* Sean McHugh (BC) - (ex-officio)

### **Unable to attend:**

1. Nadia Berger (ON) – Currently travelling in India

## Meeting Minutes:

### **1. Approval of the Agenda**

Zack motioned to approve the meeting Agenda on October 25<sup>th</sup> requesting any additions or removals from the agenda – Agenda approved as is by consensus

### **2. Meeting minute review & approval**

Nancy motioned to approve the meeting minutes from September 24<sup>th</sup> – Kelly seconded the motion. Meeting minutes from September 24<sup>th</sup> approved by consensus

### **3. General updates**

- BC update – Kaan Williams – continued activity at UBC, new developments at UBC-O who ran a great Halloween fundraiser, BCIT holding Fair Trade Fair
- AB update – Kelly James – U of C getting close to designation, Fair Trade Calgary up and running
- SK update – Nancy Allan – Fair Trade Saskatoon held an event at the University of Saskatchewan
- MB update – Zack Gross – Fair Trade month planned with giveaways and activity online, FT Gimli meeting planned
- ON Update – Bruce Morton – Halloween event carried out in Barrie, Toronto city in evaluation phase of FT towns bid
- ON Update – Lia Walsh – Ottawa U nearing campus designation, FTOE continues to be active
- QC update – Eric St Pierre – Fall Campaign launched, marge chocolate purchase for Halloween

#### **4. Fairtrade Canada developments**

After brief discussion during the previous board meeting, Sean discussed the Fairtrade Canada AGM and having the opportunity to present to the board on the CFTN and the importance of civil society engagement. Brief discussion on Fairtrade Canada governance and the current process they are undertaking in reforming their structure. Fairtrade Canada board will be in Calgary for the 11<sup>th</sup> and be sticking around on the 12<sup>th</sup> and 13<sup>th</sup> for board meetings.

#### **5. The FT USA situation**

Brief discussion was held around the FT USA departure from the FLO system and some of the challenges that this is going to present. Fair Trade Certified products from FT USA are now being seen in Canada. Though the board is in general agreement that these standards are not up to par, however further research will be required.

**Action item: Sean to continue working on a Certification matrix that effectively outlines various certification schemes to help us make informed decisions**

**Action item: Sean to connect with Eric and Equiterre on work previously done in this field**

#### **6. Membership development**

Brief discussion was held around the structure, type and web platform to host the membership system. Membership was officially launched today (October 25<sup>th</sup>).

Kaan noted that this membership is for individuals and that we don't recognize corporations as people. This led to discussion on what a business and organizational system might look like

**Action Item: further thought put into a multiple class membership to be presented and discussed at the board meeting in Calgary on January 10<sup>th</sup>**

#### **7. Annual General Meeting**

Plans for the AGM in January are coming along well, further discussion will be needed to hash out the logistics, content, sponsorship, registration and stipend decisions.

Sean mentioned that Sponsorship response had been good with support from Fairtrade Canada, Engineers Without Borders, Camino, Doi Chaang Coffee, Salt Spring Coffee and Zazubean chocolate

**Action Item: Meeting to be held on October the 27<sup>th</sup> at 1pm Pacific, 2pm Mountain, 3pm Central and 4pm Eastern for the AGM sub-committee to discuss these details**

#### **8. Organizational development**

A discussion was held around the Terms of Reference and the Bylaws of the organization where all directors were satisfied with both documents as they had been presented. It was noted that small changes could always be made at a later date and that the board will work through both documents at the board meeting in Calgary on the 10<sup>th</sup>

It was noted by Kaan however that the nomination process remained unclear. Sean and Zack discussed that this be something that AGM subcommittee would hash out.

**Action Item: Sean to work with Zack in developing the nomination process and form**

### **9. Fall program Plan**

The Fair Trade Towns program re-development is on track as Bruce has worked to finalize the designated town survey.

**Action Item: Bruce to send the final survey to Kelly for translation**

**Action Item: Bruce to engage all designated towns in dialogue about their campaigns, the survey etc**

Sean to work through the broader Fair Trade Town's survey and get it out to the board for approval soon

**Action Item: Sean to complete broad overview survey**

**Action Item: Sean to get broad survey out across the network**

### **10. Projects:**

Sean gave a brief update on the Fair Trade magazine project and noted that it was coming along well.

Sean also noted that he had someone in the office working through the research on the certification guide

**Action Item: Sean to get the first draft of the certification guide out to the board as soon as possible**

### **Next Meetings:**

Monday, November 19<sup>th</sup> @ 5pm pacific

Monday, December 10<sup>th</sup> @ 5pm pacific

**Meeting adjourned at 6:28pm.**