

The Canadian Fair Trade Network

Board of Directors Meeting – December 10th, 2012

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

- Meeting got underway at: 5:08pm Pacific
- Meeting finished at: 6:30pm Pacific

Call in details:

- Go-to-Meeting: <https://global.gotomeeting.com/join/343334285>
- Dial +1 (647) 497-9372 | Access Code: 343-334-285

Attendees:

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

Unable to attend:

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

Meeting Minutes:

Meeting got underway at 5:08pm pacific time

1. Approval of the Agenda

Motion to approve the agenda – Nancy Allan – 5:09

Secunder – Bruce Morton – 5:09

Any additions – None – approved unanimously

2. Meeting minute review & approval

Motion to approve the past meeting minutes – Nancy Allan -5:11pm

Secunder – Kaan Williams – 5:11pm

Discussion – none

All in favour

3. General updates on regions

Bruce Morton – Barrie

- Worked with the Huronia Symphony orchestra for an event serving FT coffee
- Partnered with a city event
- Toronto staff report coming along well, the city is evaluating the proposal

Eric St Pierre – Montreal

- The association recently completed their AGM and brought on seven new directors for a full 12 member board

Zack Gross – Winnipeg

- Sean recently visited with Zack, had very good conversations with the Human Rights Museum, the U of W and the U of M. In addition to this the Gimli visit and carrot mob plans are coming together well

Nancy – Saskatoon

- U of S moving on Campus designation, hoping to have the documentation in order by the new year

Kaan – Vancouver

- Nothing overly big to report at the moment as things are starting to wrap up for the year

Sean – Vancouver

- Fair Trade Vancouver held their “come shop with us” event on the 2nd where they toured the city buying FT Christmas gifts

Lia – Ottawa

- No updates from FTOE or the U of O at the moment, though things in Kingston/Queens U seem to be moving along

4. Governance

A. Constitution

General agreement that the constitution looks good, though small changes and a final copy edit is needed

Action Item – Nancy and Zack to look over and finalize the document

B. Bank account

Kaan and Sean updated the board on the fact that because the CFTN is federally incorporated we are ineligible to open a credit union account, as they are based provincially. Sean and Kaan suggested writing a story on how Banks effectively have an unfair advantage over more responsible banking practices of credit unions. The board agreed that we need to move forward in whichever way we can and look to make changes when we are able or policy changes

Action Item – Sean and Kaan to proceed with Account opening at closest bank

C. Charitable status

After conversations at our previous meeting, Kaan talked with students at UBC about recent research they had done on this, they noted a good deal of work, administrative tasks and costs associated with the process. The board agreed to table the item in till January when further discussion could be had

5. AGM Planning

A. Sessions on the 10th

a. Space

Everything is set for the Hyatt, we have two rooms booked for our board meeting and for the business forum. A large room is also booked for the Hyatt on January 11th for the AGM

b. Financial planning

FTV will be preparing 2012 financials, while finances, especially procedure, given our national nature will need to be discussed in January

c. Strategic planning

This was also noted by Sean to be a key discussion point for January, as building out a strong plan will help us find the resources we need to operate

B. Sessions on the 11

The agenda and plan for the day is now set, Brenna Atnikov will be facilitating the day

Note – Board agreed that a short board meeting after the day would be useful to touch base on the day's proceedings – Planned for 5:30 till 6pm on the 11th

C. Social events

Kelly updated the group on socials planning, as she has several places in mind. She will be making arrangement for 20 people on the 10th and 40 people on the 11th. Sean and Kelly to follow up on this afterward

Action Item – Kelly to organize and book locations for the 10th and the 11th

Kelly also noted she had nearly completed the list of hotel/hostel options and would follow up with Sean to get these out to people

Action Item – Kelly to finalize and send the list to Sean

D. Stipend allocation decisions

It was decided the December the 14th would be the cut-off day for stipends, so that decisions could be made on Monday the 17th

Action item – Sean to prepare list of requests and suggest amounts – Kelly and Zack to oversee and effectively approve decisions

Action item – Sean to contact recipients about amounts, confirm addresses and send cheques out as soon as possible

E. Nomination process

Everyone relatively happy with process, Nancy inquired to who would return to the board, Zack and Kaan confirmed, others weren't sure as of yet

Action item – everyone to push this out through their networks to ensure uptake

F. Sponsorship

Sean updated the board that everything on the sponsorship end as on track

G. Personal invitations & Registration

- a. Strategic invites – labour, environment, politics, coop, etc.

This item was largely discussed through this portion of the meeting

Action item – all board members to actively engage and invite individuals through their networks

H. Graphics

Sean mentioned that graphics for the AGM and membership were nearly ready and would be up and out soon

I. Annual report

Zack, Kaan and Sean agreed to make this more of a priority and to begin working on their parts. Sean noted that FTV would have finances completed soon and that they would be sent to Bruce as soon as possible

Action Item – Zack, Kaan and Sean to progress to the report to ensure everything was in order for January

6. Fair Trade Magazine

General update from Sean that this project was rolling along well and everything was on track for the planned deadlines

A. Advertising

General update that 13 advertisers had signed on and sufficient revenue had been reached for full production

B. Distribution

General update that copies will be in Calgary, plus shipped to other key locations across the country, though board members were encouraged to share within their networks

7. Fair Trade Towns

General update from Bruce, surveys went out and follow up calls were had with Wolfsville and Gimli, though Bruce was still chasing contacts for places like Wakefield/La Peche.

Bruce also noted interest in Comox and that he would share this contact with Sean

Action Item – Bruce to follow up with surveys

Action Item – Sean to continue progressing guides and tools that will live on the CFTN site

8. Fair Trade Campus updates

A. University of Guelph

Sean and Kaan updated the board on the exciting news coming out of Guelph, as the University was designated as Canada's third Fair Trade campus. Kaan talked of the hard work and dedication of the team there, especially Danny Liang who wouldn't take no for answer!

B. Updates on next up

Sean updated the group that Trent, Brock, U of W, U of M, McGill, amongst others are all very close

C. French campus guide nearly ready

Sean noted that this was complete and now up for download on the FT Canada site