

Canadian Fair Trade Network - November 12th, 2014 Board Meeting Minutes

Meeting Minutes for - Wednesday, November 12th, 2014

Meeting time: (90 Minutes)

• 5pm – BC | 6pm – AB | 7pm – SK & MB | 8pm - ON & QC | 9pm Atlantic Canada

Call-in Information:

Please join the meeting: https://global.gotomeeting.com/join/305516077 | Please use a microphone and a headset. Or, call in using your telephone | Canada (Long distance): +1 (647) 497-9372 | Access Code: 305-516-077 | Audio PIN: Shown after joining the meeting

Attendance:

- 1. Nancy Allan (SK)
- 2. Kyra Moshtaghi Nia (MB)
- 3. Zack Gross (MB)
- 4. Bruce Morton (ON)
- 5. Kaan Williams (BC)
- 6. Dustin Johnson (Atlantic Canada)
- 7. Sasha Caldera (ON)
 *Sean McHugh (Ex-Officio)

Regrets:

- 1. Krista Pineau (QC)
- 2. Bev Toews (AB)

Absent:

1. Nadia Berger (ON)

Meeting Minutes:

*Meeting Called to order at 8:05pm EST

#	Item Action Item
1	Approval of the Agenda none
	All in favour - 8:06pm EST
	No additions or changes
2	Review and approval of board meeting minutes from September 23 rd , 2014 none
	All in favour – 8:06pm EST
	No Additions or changes
3	Governance and Strategy: a. Resignation of James Wattam from the board a. none
	b. AGM 2015 – Call of Directors b. Board members to
	 Up for election: Zack, Nadia, Kaan, Sasha send names to Zack and
	 We need to decide whether people are available for board positions Sean regarding viable candidates for board
	 Possibilities include: Eric St Pierre, Nicole Tulk, Mireille Saurette and Denise McDonald



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	 Zack is willing to stay on the board for the CFTN. Sasha and Bruce recommended for Zack to continue the course and stay within his current position. Nancy recommended that we ensure that good knowledge management practices are being upheld during the transition process. Not up for re-election: Bev, Bruce, Dustin, Krista, Kyra Stepping down: Nancy Resigned: James & Kelly Advisory Council – Darryl Reed, Monica Firl, Randy Hooper Annual Report Ambition to have annual report ready before Christmas. Major opportunity to pull the year together. Zack mentioned that we can use the resources from MCIC. Izzy from MCIC might be able to write the Annual Report. Nancy Offered to proof read AGM agenda 	c. Sean to follow up with invites d. Sean to send Zack previous annual report e. Sasha to use last year's AGM agenda to prepare this year's, while include notes on process. f. Sean to prepare and send out, once agenda is
		ready
4	Operations:	
	 a) Staffing: Loss of Bryce Tarling, Plans for replacement a. Bryce left the CFTN and we wish him the best as he is now a father. Currently on a partial contract until the end of year. Sean intends to hire someone new in the New Year. 	a. Board to recommend candidates to replace Bryce, please send to Sean. Sean to prepare a job description
	 b. Nancy motioned to formally acknowledge Bryce's effort and thank him. Bruce seconded. Motion approved 5:34pm PST. 	b. Nancy to lead writing a thank-you from the board.
5	Finance and Accounting:	
	a) 2014 budget update – Balanced and on track	a. none
	a. Things are balanced and on-track.	
	2015 budget planning	Soan to complete
	 b. EWB Contract Proposal – Target: \$30,000 c. 2015 Fairtrade Canada Contract Proposal – Target: \$50,000 	Sean to complete proposal for EWB and
	d. Magazine advertising: <i>Target \$16,000 + \$16,000</i>	FTC
	e. Conference Sponsorship/registration fee – <i>Target: \$35,000</i>	
	f. McConnell Foundation – Target: \$150,000	Sean to invite McConnell
	i. Haven't heard anything from them. Sean and Nancy suggested	to our conference
	that we invite them to the conference.	
	b) Food Systems Strategy and funding Proposalc) Office of consumer Affairs	b. none
	c) Office of consumer Affairs a. Nothing to report just yet.	c. none
	a. Nothing to report just yet.	



	d) Corporate engagement strategy	d. none
	a. Sasha, Zack, and Dustin haven't met yet to discuss the corporate	u. none
	engagement strategy.	
	e) Heritage Canada – Long Term Funding	
	c) Heritage bandad 2018 ferrir anding	
6	National Conference (January 14, 15 & 16, 2015):	
	a) Sponsorship progress	a. Sean to reach out to
	a. Cash sponsorship is about \$16,000 thus far.	FCL and Desjardins
	b. Nancy suggested trying FCO and Desjardins for sponsorship.	(Vincent Legace)
	b) Agenda, speakers, sessions	b. none
	a. Things are coming together quite nicely and the agenda is pretty well set	
	with speakers and titles.	
	b. Need to finalize details with the Delta hotel. Translation is coming	
	together quite nicely.	
	c. McGill has provided excellent support, so it puts CFTN in a position to	
	provide subsidies for all people.	
	c) Registration open!	c. Board members to
		invite those in their
		networks to attend
	d) Travel – flights need to be booked	d. Board members to
		send flight preferences to
		Sean
	e) Accommodation – people will be paired up unless they otherwise request, where	e. none
	individual will need to cover the extra cost. We are organizing with the Delta	
	f) Translation – simultaneous translation is being organized by Fairtrade Canada	f. none
	g) Pre meeting – plans for a pre meeting on the 13 th	g. none
	h) post meeting – plans for a post meeting on the 16 th	h. none
7	Fair Trade Magazine:	
	a. Publication	a. Sean to send draft
	a. All articles are written, Sean has reviewed through all six major articles.	articles to Nancy and
	Zack will do the same.	Zack
	b. Cross Canada updates	b. everyone to send Sean
		updates from across
		Canada
	c. Distribution plans – magazine will be ready for conference	c. none
8	Communications	
0	a) Position paper – future of the movement – FT USA – certification analysis and	a. none
	roadmap. Marta working on a report, details to come	u. Hone
	a. Harriet Lamb and Reykia Fick will be coming to Canada to have a	
	discussion with the CFTN re: FT USA.	Soon to sand along Davil's
	b. Paul Rice didn't have a comprehensive response to the email.	Sean to send along Paul's
	c. Ambition to have representatives of Fairtrade America attend.	response
	b) Website – French Side	b. none
	a. Methodology exists in so far that it is easy to update content in French. At	D. HOHE
	the moment, there isn't a language selection yet.	
	the moment, there isn't a language selection yet.	



	b. Great work by Kaan in getting French content up.	
9	Programs: a. Town – Annual Renewal edits still need to be made b. Campus – Annual Renewal complete, Presentation at NACAS successful,	a. none b. none c. none d. none
10	Projects: a) Handicraft buyers guide - In the works at the moment. Struggled to find a way to work with FTF, WFTO, and 10K Villages. Lhazin is putting together a guide that outlines all companies that sell these goods. b) Fairtrade Products buyers guide – Local Roasters a. Ambition of compiling a FT product buyer's guide of companies in Canada. c) Fair Trade 101 Handbook	a. none b. none c. none
11	Events: Recaps a) Sept 22 to 26 – Fair Trade Campus Week a. Bryce put together an online recap via Storify. PDF also compiled b) Sept 27 th – Brandon Fair Trade Celebration a. Brandon has its mayor talking about being a FT Town and engaged	a. none b. none
	hundreds of people. c) Oct 15 th – Fair Trade Winnipeg launch a. Kyra is looking at our resolutions. Bruce to send resolutions b. Great wine and free food. During the event there was a political campaign. d) Oct 24 th – Fairtrade Canada AGM in Ottawa a. Changes were made. On Oct 24 th voted on a series of changes to the bylaws and various policies. New membership structure was approved where CSOs and companies are allowed membership. Lloyd Bernhardt is now part of the board. b. 3 Directors stepped down and Chief Adam Tampuri and Lloyd Bernhardt were admitted as board members.	c. none d. none
	e) Oct 31 st – Halloween a. There wasn't much organized for Halloween this year as it wasn't a strategic priority. Upcoming a) Nov -29/30 Fair Trade Show in Toronto	e. none a. Sean to send along further info
12	Regional updates SK – Nancy is waiting for the student union to reject the FT Campus motion	none
13	Next Meeting – December Doodle link: http://doodle.com/6r5ftmzdh7piygdu	Everyone to complete doodle
* 1. 1	eeting adjourned at 9:32nm FST	

^{*}Meeting adjourned at 9:32pm EST