

# **Circle For Aboriginal Relations (CFAR) Society**

## **Board Minutes – May 24, 2006**

**Location:** Angus Room, Bow Valley Square III 1020, 6<sup>th</sup> Ave SW, Calgary

**Time:** 10:25 a.m.

### **Agenda:**

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| 1. Welcome, approve agenda and minutes | 5. Sept luncheon       |
| 2. Introductions (new Board)           | 6. October Conference  |
| 3. Review May 10 luncheon and AGM      | 7. Review Action items |
| 4. CFAR Structure/reorg.               | 8. Next Meeting        |

### **Attendees:**

<b>Kuni Albert</b> – EarthOne Environmental	<b>Janet Janvier</b> – EnCana
<b>Craig Barraclough</b> – CFB & Associates	<b>Jacob Handel</b> – Husky
<b>Rob Barber</b> – Alberta E.U.B.	<b>Mike Sutherland</b> – Penn West
<b>Art Cunningham</b> – TransCanada	<b>Martha Kasal</b> – AlPac
<b>Ethel Winnipeg</b> – Siksika Environmental	<b>Larry Veilleux</b> – Golder (by phone)
<b>Holmann Wong</b> – RBW Waste Mgt	<b>Maureen Bell</b> (late) – Water Rights

### **Regrets:**

<b>Maja Buschkuehle</b> – E.U.B.	<b>Arlene Charles</b> - Consultant
<b>Helen Jacobs</b> – Conoco Phillips	<b>Cheryl Savoie</b> – Alexander FN
<b>Leonard Gauthier</b> – Alta Energy	

Rob Barber chaired the meeting and Craig Barraclough took the minutes.

### **Agenda and approvals:**

- Agenda was accepted, as were the minutes from the April 19, 2006 meeting held at Treaty Six offices in Edmonton. Craig reminded the Board a meeting with the Royal bank was scheduled for 2 pm for the new signing authorities.

### **Introductions of new Board:**

- Rob acknowledged the success of the luncheon and willingness of new members to step up to the Board.
- Each member offered a little background of themselves and their prime reason for joining CFAR and its Board.
- It was generally agreed that the success of CFAR will depend on the active involvement of its members and that we all had opportunities to learn from the varied backgrounds and experiences of our members.
- Larry mentioned the new B.C. legislation coming forward this year requiring FN consultation ‘sign-off’ on resources permits as an example of the need for CFAR.
- Rob mentioned the desire of the EUB to help increase community capacity through CFAR, and ART talked about improving the credibility/influence of members through accreditation efforts. Martha, Kuni, Janet, Ethel, Jacob and Holmann talked about job-related experiences and challenges that we can all share and learn from. Mike advised he was looking for a new Board/challenge to get involved with, and Craig talked about the

original idea in 2004 to create a peer group to improve the effectiveness of liaison professionals in the complex area.

### **May 10 luncheon review:**

- It was agreed that it was a success, but some of the learnings included:
  - Need to provide speakers with presentation ‘guidelines’ including any key messages or topics we would like them to cover
  - We should encourage a power point presentation or at least a hardcopy hand-out to help attendees absorb the critical elements of any presentation.
  - Need to ensure the room meets our needs (pillars in the room were a concern).
  - Discussed ‘ice-breaker’ type activity, but agreed a luncheon has a tighter time frame so any activity would have to be very short. The idea of having each table introduce the other table members to the room (even in a ‘fun’ way) was a possible way to help networking start.
  - We need to try and keep luncheons on schedule...serving of food, speaker time-slot, etc so we are seen as both professional and a friendly networking Society.
  - Need to remember tobacco for anyone giving a prayer, should have a local Elder do this, and consider the idea of providing some cultural background item (e.g. looped presentation running during lunch).
  - AGM resulted in 19 members (including 3 alternates) being elected to the Board. Agreed that both alternates not expected or required to be at same Board meeting, but should be current on what is happening when they do come.
  - Need to have a list at the door of ticket numbers and names to make the registration and payment process run smoother/quicker. (ACTION: Craig will forward electronic tickets to Ethel to print for Sept luncheon - done).

### **Moving forward CFAR Board Structure:**

- Rob expressed concern about having many board members and losing some of the energy/focus if we don’t ensure people feel involved. Another strategic planning session and other items were discussed. We agreed to identify the key Board positions and move forward with ‘committee chairs’ handling certain focused areas.

### **New Board Officers and ‘committee chairs’:**

- Officers: Rob Barber – Chair, Kuni Albert – Vice-Chair, Mike Sutherland – Treasurer, and Craig Barraclough – Secretary, were affirmed as the executive committee to have signing authority on the new bank account.
- Other committee chairs/managers will be: Martha Kasal – Memberships, Larry Veilleux – Fundraising, Maria Big Snake – Event Planning, Holmann Wong – Audit Committee, and Craig Barraclough – Communications.
- Each category or committee has several areas within it, and the ‘chairs’ will be expected to find other Board members or network contacts to assist them in covering all of the items they are responsible for. As an example, within Memberships there are corporate, student, association, community, and government members and potential members. Each area has its own specific needs and methods of contact and marketing. The committee members in this area must identify and develop a plan and schedule to promote timely, successful results. The committee ‘chair’ is expected to submit a report before (e-mail) or

during each Board meeting, to keep the Board updated on results. (Did we get others to volunteer in this area?).

- Similarly, communications includes a member newsletter, media relations, photo opportunities, website development and management, future logo considerations and general promotion or marketing materials. Jacob Handel, Holmann Wong and Patrick Leys were identified as people to assist Craig in this area.
- We were advised that the 'Auction' planned for stampede week was cancelled and that Larry was looking to organize a golf tournament as a fundraiser.

**Note Re: Board Involvement and Commitment**

*Board members are reminded to advise when they can't attend meetings (minimum 48 hours in advance) and to identify and send an 'updated' alternate in their place. Committee 'chairs' should have a written report for the meeting. A number of Board members have not committed to any specific area. Please let us know your interest - or accept our invitation when we call!*

**September 27<sup>th</sup> Luncheon update:**

- ACTION: Art and Craig will contact David Tuccaro to provide him with some guidelines on the content of his presentation.
- ACTION: Rob will check out the Petroleum Club room (designed for up to 200) to confirm its adequacy for our luncheon, including presentation needs.
- Rob advised there will be a number of ASOKAN students coming to the luncheon from the U of Alberta, and we will be looking for corporate sponsors for them.
- We need a communications package prepared for both the luncheon and the conference. ACTION required (Craig?)
- We will need an Elder to provide the prayer. Jacob Handel suggested Thelma Chalifoux, and said he would contact her.
- ACTION - Board members reminded to bring cameras - need new Board picture.
- Treaty 6, 7, and 8 offices should be contacted to be encouraged to join CFAR and to attend the luncheon. ACTION by?

**Conference Update:**

- October 19<sup>th</sup> at the Radisson Hotel. We discussed the general theme and decided that the main theme would be ***'Making it Happen'***. CFAR members represent front-line people who are where the action is and making things happen. This theme can be used in everything we do, with sub-themes to describe specific workshop content.
- Possible speakers from industry, government and the community were discussed. For keynote speakers, recommendations were:
  - Mel Benson, Board member Suncor
  - Chief Morin, Enoch First Nation
  - Pearl Calahasen, Minister of Aboriginal Affairs

ACTION: It was agreed that Art would contact Mel and Pearl and Rob/Jacob would contact Chief Morin to be speakers. We need to finalize the day/details to start advertising in June.

***We ran out of time to review and make other decisions, but the next meeting is scheduled for June 12, 10-2 at TransCanada service centre in Edmonton (15810 - 114<sup>th</sup> Ave.) and RBW Waste Management will host the lunch.***

Thanks to Kuni Albert, EarthOne Environmental for the lunch today!  
Meeting adjourned at 2:00 pm.