

# Circle For Aboriginal Relations (CFAR) Society

## Board Minutes – Sept 11, 2006

**Location:** TransCanada #214 450 1<sup>st</sup> Street SW, Calgary

**Time:** 10:30 a.m. (started late)

### **Agenda:**

1. Welcome, approve agenda and minutes
2. Sept 27<sup>th</sup> luncheon update
3. Review Action items
4. GST/Grant/Credit Card update
5. CFAR Board Status
6. Native Journal
7. Other items
8. Next meeting
9. Adjournment

### **Attendees:**

**Kuni Albert** – EarthOne Environmental  
**Craig Barraclough** – CFB & Associates  
**Patrick Leys** – TransCanada PipeLines  
**Mike Sutherland** – Penn West

**Rob Barber** – Alberta E.U.B.  
**Ethel Winnipeg** – Siksika Environmental  
**Larry Veilleux** – Golder Associates  
**Doreen Healy** – Healy Consulting

### **Regrets:**

**Janet Janvier** – EnCana  
**Holmann Wong** – RBW Waste Mgt  
**Maria Big Snake** – Siksika Environmental

**Jacob Handel** - Husky  
**Maja Buschkuehle** – E.U.B.  
**Art Cunningham** - TransCanada

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

### **Agenda and approvals:**

Agenda was accepted, as were the minutes from the July 18th, 2006 meeting held at Siksika FN Office in Calgary.

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

- Doreen Healy will act as luncheon co-ordinator with assistance from Ethel and others as required.
- Doreen provided details on the luncheon menu choices and we agreed to a buffet @ \$18.75+GST and 15% tip for approx. \$22.70/person. We have to confirm numbers 24 hrs before the luncheon, and will have tables of 8.
- Craig Barraclough advised that the poster for the luncheon had been completed and distributed electronically to all Board members (thanks Kuni and Craig), and asked everyone to re-distribute to all of their contacts. Doreen will specifically contact Tr 6,7,8 offices about the luncheon and membership. Board members asked to print up membership forms and Patrick would check into Brochure status at TransCanada.
- ACTION: Craig has a Bio of Dave and will see if he can get a copy of talk before hand to ensure no political overtones. He will also ask Dave for the name of a charity to make a gift in his name in lieu of a gift to Dave. (CFB will introduce Dave, thank him and present our plaque). Craig will contact him about tickets for the luncheon. Rob will do opening remarks and Ethel/Maria will handle the door prize draws.

- ACTION: Craig to find out what equipment needed and advise Doreen.
- ACTION: Currently we have about 65 tickets sold and Rob asked members to make an extra effort to bring in more people. TransCanada has 20 and Golder will buy 16 tickets.
- ACTION: Larry will call Grant McEwan for a student contact and contact Native Journal and invite Shirley to the luncheon.
- ACTION: Ethel will get plaque inscribed for Dave.
- ACTION: Doreen will ask Janet to send out poster to educational contacts.
- ACTION: Rob will contact NAIT re ASHNOK (Metis women's group) attending.
- Carry over ACTION – Thelma Chalifoux was contacted to be our Elder and give a prayer, but was not yet confirmed. Doreen will follow-up and Chief Morin of Enoch (or other Elder) may be back-up plan.
- Janet Janvier/Holmann Wong will provide major door prize, likely two \$150 hotel certificates, and we will have several other smaller prizes from TransCanada and Golder.
- ACTION: Doreen/Ethel will manage the tickets/table registration process.
- ACTION: Kuni will bring a double roll of tickets to hand out for the door prize draws, and will produce feedback forms again.
- ACTION: Craig (CFAR) to buy cash box and provide cash float, and make Board name tags.
- ACTION: Larry agreed to provide 'peel and stick' name tags for luncheon attendees and some disposable digital cameras for taking pictures (*Would someone like to volunteer as an official photographer for CFAR?*).
- ACTION: Mailing list: Craig has asked Martha to provide a member mailing and will copy Kuni to suggest Martha just make the Access data base an attachment to an e-mail so we can get this sooner (versus burning/sending a CD). He will also print up a newsletter for attendees, and send out poster to any member e-mails he has.

### **CFAR Conference 2007**

- ACTION: **We will dedicate the afternoon of our October Board meeting to this topic.** In the meantime, the Task Force (DH, EW, MS, MB) with support from Rob/Craig if requested, would put together the planning and outline packages and present some recommendations to the October meeting (preferably circulating to the Board the week before).
- ACTION: Board members are asked to think about the conference in the meantime and be prepared to offer constructive input.
- ACTION: Doreen will contact Enoch to see if facility available in May (W/T or T/F of last three weeks) and see if they have some advertising (pictures/words) to set up at Sept 27<sup>th</sup> luncheon. Also see if Chief Morin available to talk at luncheon about Enoch.
- Agreed that some of our Board members can be speakers and/or facilitators at the conference once topics confirmed. (E.g. Maria Big Snake on environment, Art Cunningham on consultation/economic development or capacity building).
- Rob to remind Jacob about Thelma Chalifoux (on Métis Rights/Legal case in Manitoba),
- Kuni will look for an environmental speaker as back-up plan, and
- Patrick confirmed Bill Weary of AA &ND can talk on consultation.
- It was agreed that a plaque and gift would be our speaker 'compensation'.

### **Moving forward – Board interaction:**

Team-building event on September 26<sup>th</sup> appears to be a non-starter. Several members not available that day, but *Holmann is asked to advise us on status by Sept 20<sup>th</sup>*.

- ACTION: Larry will send Craig a note on team-building opportunities (and as a Board we should all think about what we would like to do in this area, and offer input).

### **Credit Cards -**

- Effective Sept 1, 2006 CFAR can now accept both Visa and MasterCard. Craig had already processed a transaction for his luncheon ticket to test the system and Rob formally purchased five luncheon tickets at the meeting as the official launch of our cc capability. Costs are \$12.99/month + 15 cents /transaction +2.5% of revenue charged and onetime fees of \$275.00

We had our first ‘outside purchase’ – for a non-member luncheon ticket on Sept 12th.

### **GST/Grant applications:**

- The grant applications and backgrounders were sent out early in September to AA&ND and WED, requesting \$25K from each. Dr Simon has left the Alberta Gov’t and Suzanne Life will be handling that grant. Bev Therrein is the WED contact. We have not yet heard from either, but hope to have a preliminary response by the next meeting.
- GST refunds totalled \$437.50, of which \$148.75 has been returned as donations to date.

### **Board member status:**

- ***ACTION: A reminder to Board members, to ensure they are either going to attend meetings or provide a written report and/or an alternate to each meeting. This is only professional courtesy, so other Board members aren’t wasting their time. It was also agreed that if a member misses three (3) consecutive Board meetings without sending an alternate or advising they can’t make it, the Board has the right to replace them on the CFAR Board.***
- The Board agreed that for various reasons (mainly work-related demands), the following members would no longer be on the Board, although all of them will continue as members of CFAR: Maureen Bell, Cheryl Savoie, Martha Kasal, Arlene Charles and Helen Jacobs. In addition Pia Wilkinson is no longer with EnCana, so isn’t a member.

### **Member benefits/calendar of events:**

- Will take new Board picture on 27th, but Craig will send out the Newsletter to members as soon as he receives the mailing list.
- Discussed brown-bag ‘Sharing Circle’ type meetings for members. We will have Jacob advise if he is hosting in November. Some concern from Board about trying to do too many things. Larry suggested we consider video-conferencing as an option.
- Patrick will get information on an environmental program at U of S as possible topic.
- Next tentative luncheon Feb 21 or 28. Frank discussion about future topics and need to engage audience. ***Agreed to test idea on Sept 27<sup>th</sup> of having questions for tables to discuss and offer comments. Kuni will prepare format.***
- Carry-over ACTION: Craig agreed to try and get a contact through CAPP members to get CFAR on the Community and Aboriginal Affairs Committee agenda to promote CFAR memberships.

**Next Meeting:**

October 19, 2006 - 10:00 AM - Golder Associates – 940 6<sup>th</sup> Avenue SW, Calgary. The afternoon will focus on the conference planning for 2007.

**Meeting Adjourned at 2:00** –Thanks to Patrick (TransCanada) for lunch and the meeting room.

CFB & Associates Inc.  
Sept 15, 2006