



CFAR Society Board Meeting

January 9, 2008

10:00 a.m.

Enoch River Cree Resort

Agenda topics

- 1 Welcome and opening remarks
- 2 Approve previous minutes and action item review
- 3 Treasurers' report
- 4 Office managers report
- 5 Website update
- 6 Newsletter update
- 7 Governance team update
- 8 Accreditation team update
- 9 Logo team update
- 10 Conference team update
- 11 Luncheon-March 4, 2008 update
- 12 Other/ Next meeting/ Adjourn meeting

2.0 Action Item Review & approve minutes from last meeting

Meeting started at 10:30 am.

Discussion:

Rob spoke to the Edmonton Chamber of Commerce and they do not have an equivalent to the AOC in Calgary.

Action Items to be brought forward to next meeting Feb. 13 are:

1. Accreditation project.
2. Approach COC about:
 - a. 50/50 partnership in future mixers
 - b. having a mixer in May to promote the conference
 - c. becoming a member of COC
3. Barry to look into cost of audit
4. Decision on proposed Board member Gordon Little Mustache – Jack to send resume to CFAR Board
5. Governance project.

Rob asked if any changes to minutes. Treasurer's report updated to reflect that Barry will bring Treasurer's report. Approved.

Action items carried forward:

1. Art to lead the accreditation project with help from Catherine, Nora and Domenyk. An update will be provided at next meeting.
2. Barry to report on cost of audit
3. Art to approach COC re: 50/50, mixer in May and membership
4. Jack to send info on Gordon Little Mustache so board can decide on him as a member.
5. Governance project.

Person responsible:

1. Art

2. Barry

3. Art.

4. Jack

5. David Turner and governance committee

Deadline:

Feb 13/08

Feb 13/08

Feb 13/08

Feb 13/08

Feb 13/08

3.0 – 4.0 Treasurers' report and Manager's Report

Discussion:

Christine presented the information below on behalf of herself and Barry Brisson. This report was sent out to all of the board members by e-mail on January 8th, 2008 with all of the stated attachments.

Nora questioned why bank charges are so high. Christine is to check into and report back next meeting.

David asked that the 'Consulting fees' account be renamed to reflect what it is 'Administrative fees', all agreed. Christine is to change by next board meeting.

All board members in attendance were pleased with the evolution of having the books formalized in Simply Accounting.

Christine confirmed that she will take on the position of Conference planner for the June 4 – 5, 2008 conference.

Christine recommended changing the phone line from a residential one in her name to a business line with the display reading 'CFAR'. She reviewed the cost difference. Art suggested that Christine simply change her last name to CFAR. She declined. The board agreed to having the phone line changed to a business line.

Christine Advised that she will be taking a vacation February 23 – March 1, 2008. She acknowledged how close that is to the luncheon and assured the board that everything would work out fine. We will have to implement an earlier pre-registration deadline and accept more registrations at the door.

1. Memberships to date \$18426.50 before tax. Three new memberships were purchased since the last meeting on December 11th, 2007 amounting to \$2150.00.
 - a. David Turner – Regular \$150.00
 - b. Margo Arneson – EOS Pipelines – Corporate membership \$1000.00
 - c. Catherine Pennington – Encana – Corporate membership \$1000.00

There is a discrepancy on the data file in comparison with the totals I have given you here. This is because some of the revenue for this year was posted to the last fiscal year. I will have to make an adjustment to correct this.

An updated list of members was emailed to the members Jan. 8, 2008.

2. Conference Planner – I will take this on.
3. Update on Simply Accounting – I have just completed entering all data I have into Simply Accounting. I have identified a few adjustments that need to be made and they will be complete by the next board meeting in February. The bank has been reconciled up to Nov. 6, 2007. I don't have the next statement, yet. The request for the change of address to the bank must have missed the deadline for this period.
4. Barry has asked that I provide you with the following information:
 - a. Society's annual rtn. has been filed for year ending April 30, 2007.
 - b. Account Balance as of January 7, 2008 is \$13,533.51
 - c. GIC remains at \$55,000 with \$393.15 in interest earned to date (2007/09/10 - 2008/01/07).
 - d. See attached Income Statement & Balance Sheet for fiscal year end Mar. 31, 2007.
 - e. See attached for quarterly reports for the current year.
 - f. GST returns will be completed shortly.

g. Now that we are practically caught up, we will be reporting on a more regular basis.

5. Recommendation to change telephone from residential service in my name to business service in the name of CFAR. Benefits are that we would look more professional in that the call display will identify CFAR calling instead of Schreuder. Another benefit would be that people will be able to use directory assistance & the phone book to find the number for CFAR.

Current phone charges are:

Bundles, Packages & Contracts	\$39.56/month
(Includes residential line, voicemail call display, call screen, visual call waiting, smart ring, advanced call forwarding)	
Municipal Call Answer fee	\$ 0.44
E9911 Provincial Network fee	\$ 0.13
Long Distance plan (Call Canada 200)	<u>\$ 9.90/month</u>
SubTotal	\$50.03
+GST	<u>\$ 2.98</u>
Total	\$53.01

Upgraded charges would be:

Basic Business Line fee	\$40.66/month
3 Features including voicemail	\$21.95/month
Extra features	\$5.00 each
Long distance	\$ 0.079/minute

Action Items:	Person responsible:	Deadline:
Change consulting fees account name	Christine	Feb 13/08
Change phone line	Christine	Feb 13/08
Check on bank charges	Christine	Feb 13/08
Correct deferred revenue and prepaid deposits	Christine	Feb 13/08

5.0 Website update

Domenyk was unable to attend. He submitted a report by e-mail to all board members with a recommendation to discontinue using Au3 as our website provider. He introduced Animikii Inc. and attached a quote from them for the website design, website design of Yikesite (a website self-management facility), input of our Web content and launch of the website for \$5500.00 + GST.

The board felt this seemed high in price. There was discussion as to whether there would be balance seeing as we would manage our own updates. There was question as to whether there were any further costs to be expected, for example annual fees.

David said that he was familiar with this organization and that their usual clientele would be organizations of a much larger scale than CFAR. He suggested they were more than we needed and that he knew of someone else that would be an option. He is to forward that information to Domenyk.

Gerry also knew of another option, SGWE. He forwarded the information to Domenyk prior to the meeting when he received Domenyk's report.

Domenyk requested that the CFAR Board consider paying for his membership as he would have to pay for it out of his own pocket. The Board agreed and requested that Domenyk send an Email requesting this payment to Rob.

Action item:	Person Responsible:	Deadline
Approach Animikii to see if there are additional costs	Domenyk	Feb 13/08
David to forward information on alternate option	David	Jan 21/08
Follow up on website provider leads from David and Gerry	Domenyk	Feb 13/08

6.0 Newsletter update

Janais advised that the next Newsletter is scheduled to be released by the end of January, beginning of February. She is waiting for further information about the March luncheon at the Carriage House, the Fort McMurray mixer in March and input from board members to fill the 'Members Corner' section of the Newsletter. Nora had something to share and would forward it to Janais. Other board members are invited to submit their information as well.

Action items:	Person responsible:	Deadline:
1.Submit information to Janais for 'Members Corner' section of the Newsletter.	1.All board members	Jan 21/08
2.Provide information to Janais about luncheon – AWN speaker profile, advertising for luncheon	2.Rob	Jan 21/08
3.Provide Newsletter to Christine for distribution	3.Janais	Jan 31/08

7.0 Governance team update

8.0 Accreditation team update

9.0 Logo team update

David advised that the Governance sub-committee was unable to meet. They will meet and provide an update at the next meeting. He projects that they should finalize the Governance documents by the end of February.

Art advised that the Accreditation sub-committee has not met. They will meet after February 11th and report by March.

There was no one from the logo team present.

	Person Responsible	Deadline:
Action items:		
1. Meet and provide progress report on Governance progress.	1. David, Tweela, Brian, Jack, Barry & Karen	Feb 13/08
2. Accreditation team to meet and provide progress report by March	2. Art, Catherine, Nora & Domenyk.	Mar 12/08
3. Logo team to meet and provide progress report	3. Barry, Jack, Nora & Tweela	Feb 13/08

10.0 Conference team update

Janais gave a progress report from the Conference planning sub-committee. A tentative schedule and minutes of the sub-committee were e-mailed to all board members prior to the meeting. Copies were available at the meeting for all members.

There was a discussion about the title of the conference the sub-committee landed on which was, ABORIGINAL COMMUNITY CONSULTATION “Understanding Grassroots Perspectives”

Art suggested that people may come out saying that they do not understand anything more than they did before they went in to the conference. We should be cautious about making claims to do something for someone that may not happen for everyone. He also said that he thought it was too wordy and would prefer to have a catchword. After discussion the board recommends shortening the subtitle to simply “Grassroots”.

In the timeslot of 1:15 – 2:15 on the first day Art suggested that we have a panel session with the Treaty 6, 7 and 8 and Métis. He indicated that this should be a standard at each and every conference so that the members have an opportunity to be updated by each of these groups each year. Art also recommended that we hold a second panel session with the industry and government bodies.

It was agreed that AWN is presenting at our luncheon, so we will not approach them for the conference. Darryel Sowan of the Swan River FN is interested in presenting. Janais is to bring his name to the sub-committee to consider.

There was question as to who CIER is that Craig recommended approaching for the conference. Christine is to send information about CIER to the board. The board was hesitant to endorse CIER as a keynote speaker without knowledge of who or what they are. CIER stands for the Centre for Indigenous Environmental Resources. Phil Fontaine is on their Board. They operate out of Winnipeg and have released a document in November 2007 entitled Consulting with the Crown, a Guide for First Nations. Craig was pursuing an author of the document to be our keynote speaker. More information about CIER can be viewed at www.CIER.ca.

Janais advised that Craig had also contacted the Alberta Arbitration & Mediation Society to secure a speaker, perhaps Barbara McNeil. Rob commented that he has seen Barbara present and knows her and highly recommends her as an excellent choice. He cautioned that Barbara would probably not present for free. Rob offered to contact Barbara if the sub-committee so desired. Janais thanked Rob and told him that she would let him know after the sub-committee met on January 11th.

Janais presented the idea of having workshops at our conference and everyone was aligned with this idea.

There was discussion about the second day and that the schedule should be massaged to include a panel session for the government and industry bodies. Rob suggested that we arrange the schedule so that all conference delegates would have the opportunity to attend the second workshop. In order to do this, the golf tournament would have to be moved to 13:00 from 12:00. Brian to look into changing the time.

After reviewing the tentative schedule, Janais went over the tasks that still required volunteers.

1. Entertainment – Brian had several suggestions – The Rain(e) Brothers from the Paul Band, Hand drum singer – Bernie McKokis, Walter MacDonald Whitebear, Akina Shirt – 14 year old who can sing O Canada in Cree... Art suggested we use Nathaniel Arcand as an M/C for the gala. He knows him personally and can approach him. Christine asked Brian if he would consider volunteering to take care of the Entertainment portion of the conference with Tweela. Brian said

he would ask Tweela if she was interested.

2. Budget/Finances – Barry is working on this.
3. Sponsorship and Marketing – Janais had Janais, Germaine and Rob listed. Rob clarified that his interest is in Marketing, not sponsorship. Brian volunteered to help in this regard as well.
4. Conference Brochure/Materials – Barry has approached Catherine Pennington with Encana. He has not had a response yet. Other board members are asked to consider whether their companies could help in this regard.
5. Logistics – to be taken care of by Christine
6. Coordinator – Christine with the help of Maria Skog, Amanda Martineau, TransCanada summer student and Art will ask his daughter Jessica if she is interested again this year.
7. Scheduling of speakers/events/workshop leaders – Craig is working on this.
8. Golf Tournament – Brian and Art will take on the volunteer position of organizing, executing and arrangement of tournament prizes.
9. Conference door prizes and tourney prizes – **Volunteer still required.**

Rob asked the board for any other suggestions for guest speakers.

Art – someone from Indigenous Law Pursuits to give a non-political, laymans terms summary of court decisions and their impact.

- CERT – Council of Energy Resources Tribe. – Aboriginal tribal issues, tribal approach U.S. tribal perspective.

- Navajo speaker – Art recommended that we consider a speaker from the US that he recently heard and was very impressed with. The fellow is Navajo and is a high profile speaker who would offer a perspective on tribes in the US.

- **Gerry** – Willy LittleChild – Regional Grand Chief Assembly of FN

- Robert Watts

- Phil Fontaine (The board was hesitant with booking people who may have other last minute commitments that could become priority over presenting at CFAR conference)

Nora -check the National Speakers Bureau of Canada, although on second thought that could be quite pricey.

Rob – Really likes the idea of Barbara McNeil.

David – George Erasmus – Royal Commission, AFN, president of the Aboriginal Healing Foundation, GrandChief of Yellowknife, resides in Yellowknife, Good Speaker. Probably would have to work really hard to convince him to speak at conference.

Action item:	Person responsible:	Deadline:
1. Report to sub-committee on board recommendation to	1. Janais	Feb 13/08

change name of conference	2. Janais	Feb 13/08
2. Report to subcommittee on recommendation to adjust schedule to include 2 panel sessions and 2 nd workshop available to all.		
3. Present alternate names to sub-committee for consideration as presenters.	3. Janais	Feb 13/08
4. Send information about CIER to board members	4. Christine	Feb 13/08
5. Follow-up with Craig's progress in booking speakers	5. Janais	Feb 13/08
6. Let board members who made speaker recommendations know if Janais wants help securing speakers from the alternate list.	6. Janais	Feb 13/08
7. Pursue workshop options with Mike Lickers	7. Christine	Feb 13/08
8. Change time of golf tournament at Indian Lakes to 1:00	8. Brian	Feb 13/08
9. Confirm with Tweela that she will volunteer to coordinate the entertainment for the conference	9. Brian	Feb 13/08
10. Confirm whether Encana will handle brochures	10. Barry/Catherine	Feb 13/08
11. Secure speakers for conference	11. Conference sub-committee	Feb 13/08
12. Secure a volunteer for Conference door prizes	12. Janais	Feb 13/08

11.0 Luncheon March 4, 2008 update

Christine advised that she tentatively booked the Carriage House Inn. There has been an increase in charges this year. In past years the room was free if we spent enough money. This year it attracts a fee of \$600.00. Christine questioned this with Opal Zack-Tse, the Catering Manager. She confirmed that because of the labour situation in Calgary, they are forced to charge for the room.

There was discussion about spending this money. Suggestions were made to check the following locations.

1. McDougall Centre
2. Calgary Chamber of Commerce
3. Metropolitan Centre
4. Telus Convention Centre
5. Central Calgary Public Library.
6. The hotel in the NE that Allison Dobek has spoken of in the past.

Christine is to check on the options of changing the venue.

Action items:	Person responsible:	Deadline:
Check on alternate venues for the March luncheon	Christine	Feb 13/08

12.0 Other/ Next Meeting/ Adjourn meeting

Discussion:

Kuni has arranged a mixer in Fort McMurray at the SawRidge Hotel for either March 6th or 13th. Both dates are penciled in. The board agreed that March 13th, 2008 would be the preferred date with the luncheon in Calgary being March 4th. There was a question as to whether we will partner with another organization. The board agreed that we would not partner, however we would ask this group to forward out invitations to their contact lists. The reason that we will not be partnering is that this will be an opportunity for CFAR to become known and potentially increase membership revenue.

Nora questioned how CFAR was being promoted and marketed. Through discussion it was agreed that CFAR needs to engage in more marketing opportunities, those that are fee and those that we have to pay for in all the Aboriginal newspapers. This would allow us to broaden the exposure of CFAR. Art mentioned that one of the newspapers has a calendar of events, to which CFAR could include the conference. It was decided that Rob will contact WindSpeaker and Sweetgrass to see if we can advertise in their papers.

Next meeting February 13, 2008 at 2nd floor TransCanada. Art to confirm boardroom booked.
 TransCanada
 #214 – 450 1st St. SW.

Action items:	Person responsible:	Deadline:
Confirm and start organizing Fort McMurray mixer for Mar 13	Kuni	Jan 21/08
	Rob	Feb 13/08
Contact WindSpeaker and SweetGrass	Art	Feb 13/08
Confirm meeting room at TransCanada for Feb 13/08		