

CIRCLE FOR ABORIGINAL RELATIONS (CFAR) SOCIETY



Meeting Minutes:

February 11, 2009
10:30 am to 2:30 pm

Location:

Husky Energy
410, 5 Giroux Road, St. Albert

Attendees: Jacob Handel, Barry Brisson, Christine Schroeder, Gerry Laslo, Rachelle McDonald, April, Vivienne Beisel (by phone), Ben Brunnen (by phone), Craig Barraclough (by phone), Bob Phillips, Fernande Comer, Karen McCullough.

1. Welcome, introductions and opening remarks
Barry opened the meeting and introduced and welcomed Fernande to the CFAR Board.
2. Review/approve agenda. Add discussion item on recognition for one of our outstanding Board representatives at the upcoming Luncheon.
3. Approved minutes of January board meeting with changes as per Ben on item 6 d. Rachelle moved, Jacob seconded all in favour.
4. Review action items January minutes. Christine's contract has been updated, Fernande and Mike's contracts have been put in place as per motions of last meeting.
5. Decisions made between board meetings – Barry

- a. Paid for lunch for the Credential Recognition committee meeting. This will likely be an option for other committee meetings if they have meetings that have to be over a meal time.
- b. Christine has set up an email account with Telus for CFAR so that it no longer goes through her personal email account.

6. General updates:

- a. Office manager update – Christine. Luncheon is booked at about 60 right now, final opportunity is Monday. Menu is New Yorker Steak or vegetarian. Pembina sponsor for luncheon has been received. Membership = 287. Christine will send a map out for where the luncheon is at the Delta as it could be confusing. Computer purchased for Fernande and will be picking up a renewed computer of the one that Christine had. Remote access – Christine is talking to Benson and Associates to set it up so that both Christine and Fernande can dial in at the same time. Data backup and bankruptcy coverage contract discussed. Vivienne is sending the contact information for the remote access and storage system she uses to Christine as a second opinion / option to the Benson & Assoc that seems to be very costly and not particularly great service. Could get Adina's software so files could be made smaller and easier to send. Another alternative is to send the link to our website and set up the advertisement on the website. The flyer/link to website will be sent out one more time to membership to try to get greater attendance.
- b. Treasurer update – Ted was to attend and provide budgets for the conference and for this year, but will need to be postponed to the next meeting as he is not present today.

Action: Ted to present CFAR and Conference budgets at the March 10/09 meeting.

- c. Credential Recognition Committee – Vivienne and Ben. Committee met last week and went over the goals etc of the committee and provided Mike with a framework to work within to structure his questionnaire and conduct the secondary questionnaire. Will have a draft to the committee this week, test run it by the CFAR board and will get it on-line for CFAR members to fill out and the survey results will be reported on at the CFAR Conference in June 2009 with the hopes of discussing it in focus groups at the conference.

7. Mission Statement – Craig put forward a draft mission statement for discussion / approval by the Board. The board members liked what the committee presented. There was some discussion that the statement included some vision and goals as well. Suggested that a mission should be short enough for people to remember and the feedback from someone previously that our name is more like a mission statement – maybe we should look to our name for inspiration. Some wording suggestions given and Gerry volunteered to assist the committee. The committee will take the feedback and come back with a revised one.

8. CFAR / Calgary Aboriginal Post Secondary Council (CAPSC) meeting update – Ben. Good opportunities – one concept was bringing students to CFAR events (would need to be paid for or students would not be able to come); and best way would be to have a company sponsor a seat / table at an event and then post the sponsored spaces and first come first serve for students wishing to attend. Aboriginal student groups disconnect in spring and reconvene in fall so they can be difficult to access over the summer months. Connecting to CAPSC is the best approach to reach students. This group has an aboriginal student handbook and one of their problems is a lack of dollars of sponsors so haven't been able to keep it going but it has been a great thing for the students – CFAR could sponsor (\$30,000) circulation of 1500 students. Barry asked if we should formalize the relationship between CFAR and these student associations through something like an MOU, and Ben added that with our Credential Recognition committee there might be some real opportunity to look into the mentoring and recognition opportunities for this field of liaison work. Ben will send Christine the contact information for the student rep for the organization and she will send the luncheon and conference information. Craig reminded us that it is also a linkage (say via website) for students to network with the CFAR membership and to look at how we attract other potential employers who work with Aboriginal communities. Gerry referenced Sunchild's e-learning link and with the current legal action that upcoming liaison people will need to be tough. Gerry provided contact information for the e-learning information to Ben to follow up on. Bob suggests that we think of the word specialist for the credential recognition.

9. Newsletter and Communication – Barry. With Germaine away on maternity leave we need someone to take over doing the Newsletters (Adina does the set up and Germaine puts in the content). Also any ideas for content of the Newsletter – re-introduce Christine and introduce Fernande with write up and pictures (Craig). Barry will send out an email soliciting a volunteer for the CFAR Newsletter.

10. Events

- a. 2009 Conference. Janais sent out a spreadsheet / update prior to her vacation (see attachment from Barry on February 9/09.) Should send information to banks, forestry companies, food chains, Alberta Chamber of Resources (ACR), Aboriginal Opportunities Committee (AOC), service companies, Alberta Health Board, etc. Board members will send suggestions and contacts that they have to Christine and Fernande to make a master list for sending out sponsorship requests.
- b. Update Ft McMurray Mixer - Nora. No update, Jacob will follow up with Nora to determine status and let Barry know and discuss next steps.
- c. Update on Calgary luncheon / Rob Barber's recognition – Christine/Jacob.
- d. Marriott contract for 2010 – Barry. If we secure the conference for 2010 for \$500 guaranteeing 2009 rates. Possibility that 2010 rates may need to be lower for 2010 considering our current economic times; and suggestion that we may want to see our 2009 conference through and ensure it's

successful before committing to 2010. Barry will take the comments back to Rob and discuss.

Action: Events committee to put forward 2-3 options on the “free” attendance spots for the Board to vote on March 10/09.

11. Governance Policy needs to have an annual work plan. (See Governance Committees’s document for details on each item listed below). CFAR needs to get the bylaws in place and filed at the next general meeting. It should be done and not continually revised. The Governance Policy is the document that we change on an ongoing basis. Item #1: discussion on maximum number of members and quorum. Jacob moved that a special resolution be presented at the next AGM that CFAR has a maximum of 18 Board members and 8 as a quorum required for Board and a quorum of 10 for general meetings. Seconded by Bob. All in favour. Item #2: Currently have a president, vice president, treasurer and secretary and co-secretary. Will go back to only one secretary position. Jacob moved that a special resolution be presented the next AGM as outlined in the Governance Recommendations document. Bob seconded. All in favour. Item #3: Rachelle moved that a special resolution be presented at the next AGM as recommended in the Governance Recommendations document. Seconded by Gerry. All in Favour. Item #4: Karen moved that a special resolution be presented at the next AGM as recommended in the Governance recommendations document. Seconded by Gerry, All in Favour. Item #5: Karen moved that a special resolution (revised via legal review) of the intent of item #5 be presented at the AGM. Seconded by Jacob. All in favor. Item #6: Bob moved that a special resolution be presented at the next AGM as recommended in item #6 in the Governance Recommendations. Seconded by Jerry Item #7: Craig moved that item #7 be changed as recommended in the Governance Recommendations document. Seconded by Barry. All in favor. Rachelle moved that CFAR pay \$1000 to a lawyer to review. Bob seconded. Ben suggests that we review as much internally as possible pre-lawyer to save money. All in favour.

12. Next meeting: March 10/09 at Pembina’s office.

Thanks to Husky for hosting and lunch at February 11/09 meeting.