



## Meeting Held

November 10, 2009  
Time: 10:30am – 2:30pm

## Location

Alberta Geological Society  
4999 – 98 Avenue  
Edmonton, AB T6B 2X3

## In attendance

Christine Schreuder, Janais Turuk, Todd Belot, Sandy Sanderson, Gareth Spicer Rob Barber  
By phone:  
Barry Brisson, James Blackman, Vivienne Beisel, Tweela Neepose, Ben Brunnen, David Turner

## AGENDA

### For Approval:

1. Approval of October 14, 2009 CFAR minutes
2. Office Manager's Report
3. Gareth Spicer and Sandy Sanderson added as signatories to CFAR RBC account
4. Janais Turuk, Sandy Sanderson and Christine are provided access to CFARs tax information (Rev Can #), Barry Brisson removed
5. Native Child Welfare request  
Recommendation: CFAR is not the appropriate venue
6. Posting jobs on CFAR website  
Recommendation: CFAR will not post jobs on our website
7. CFAR mission statement

### Other Items

8. Approval of special meeting Minutes to adopt By Laws and signing of By Laws

### For Discussion:

9. Return of Gaelle Eizlini to CFAR Board
10. PIPA issues with CFAR meeting Minutes and office manager's report
11. November 24 Mixer update
12. 2010 CFAR Conference - Speakers?
13. 2010 CFAR Conference coordinator RFP
14. Governance Policy review
15. Achieving board quorum

### For Information:

16. CFAR membership update
17. CCAB meeting November 18
18. CFAR 2009 / 10 budget
19. Quarterly budget report

## MEETING MINUTES

Welcome, introductions and opening remarks (J. Turuk)

Agenda items added include:

- Office Managers update (Agenda Item No. 2)
  - Quarterly budget report (Agenda Item No. 19)
  - Governance policy review (Agenda Item No. 14)
  - Achieving Board Quorum (Agenda Item No. 15)
  - Agenda Items No. 4 and 5 moved to “for information” rather than “for approval” due to lack of Board quorum
  - Review and approval of agenda
    - Moved by T. Belot
    - Seconded by D. Turner
    - Motion carried
1. Approval of October 14, 2009 meeting minutes
    - Moved by S. Sanderson
    - Seconded J. Blackman
    - Motion carried
  2. Office Manager’s Report
    - Discussion regarding outstanding payment for 2009 conference
    - **Action Item:** Rob Barber will make efforts to collect outstanding payment
  3. Gareth Spicer and Sandy Sanderson added as signatories to the CFAR RBC account. J. Turuk requested a motion to add Gareth Spicer and Sandy Sanderson as signatories.
    - Moved by J. Blackman
    - Seconded by R. Barber
    - Motion carried
  4. J. Turuk requested a motion to have Janais Turuk, Sandy Sanderson and Christine Schreuder added as persons to have access to CFAR’s tax information (B. Brisson to be removed)
    - Moved by T. Nepoose
    - Seconded by B. Brunnen
    - Motion carried
    - **Action Item:** B. Brisson will change names for new signees with RBC and facilitate required forms at local branches (to be decided later) and forward letter to Revenue Canada
  5. Native Child Welfare request
    - Invite Native Child Welfare to attend CFAR events; Native Child Welfare will be denied request to disseminate information to CFAR’s distribution list or address our membership at an event; CFAR isn’t the appropriate venue.
  6. Posting of jobs on CFAR website
    - Christine can circulate emails to our distribution listing if jobs are in the Aboriginal Relations field
    - Jobs will not be posted on our webpage at this juncture
  7. CFAR Mission statement
    - Tabled until December Board meeting – quorum not present for approval of Mission Statement
  8. Approval of special meeting minutes to adopt By Laws and signing of By Laws
    - Tabled until December Board meeting – quorum not present for approval
  9. Return of Gaelle Eizlini to Board
    - G. Eizlini is required to become a CFAR member prior to re-joining the Board
    - J. Blackman suggests utilizing unused corporate member spots for G. Eizlini to become a CFAR member.
    - T. Belot offered one of Aramark’s corporate member spots
    - **Action Item:** J. Turuk will communicate the offer to G. Eizlini and work to reinstate G. Eizlini to the CFAR Board

10. PIPA issues with CFAR meeting minutes and office manager's report
  - Item not discussed due to time constraints
11. November 24 mixer update
  - Lack of sponsorship discussed; B. Brunnen indicated that the Chamber of Commerce would have to cancel the event if sponsorship to cover costs is not available
  - Pembina Pipelines offered sponsorship
  - Primco Dene have offered sponsorship
  - The November 24 mixer will proceed
  - **Action Item:** J Turuk to request digital logo from Primco Dene
12. 2010 Conference speakers
  - Item not discussed due to time constraints
13. 2010 Conference coordinator RFP
  - J. Turuk requested comments on the draft Request for Proposals to be forwarded to her by November 13, 2009.
  - Extend deadline for submissions to December 8, 2009
  - **Action Item:** J. Turuk to adjust deadline
  - **Action Item:** J. Turuk to provide C. Schreuder with the RFP to be distributed to the CFAR distribution list
14. Governance Policy review
  - Item not discussed due to time constraints
15. Achieving Board quorum
  - Discussion around difficulties in achieving Board quorum: a number of Board members are not participating in CFAR Board meetings.
  - If quorum isn't achieved decisions cannot be made
  - Items that require approval are getting tabled from meeting to meeting
  - Suggestion that By Laws are amended to reduce the number required for quorum. D. Turner informed Board that By Laws cannot be amended until CFAR's Annual General Meeting
  - Board members in attendance agreed that CFAR should proceed with the removal of those Board members that are not in communication with J. Turuk about special circumstances and that have missed three or more consecutive Board meetings.
  - **Action Item:** J. Turuk will circulate an email to the Board indicating that Board meeting attendance is important, remind the Board of the number of meetings that must be attended and indicate to the Board the Board members will be removed if they are not participating.
  - J. Turuk requested a motion to circulate an email outlining Board commitments and indicating that those Board members not participating in CFAR will be removed from the Board.
    - Moved by J. Blackman
    - Seconded J. Blackman
    - Motion carried
16. CFAR membership update
  - R. Barber provided a membership committee update
  - Meetings held and plan in place to market CFAR to various student bodies and Aboriginal communities
17. CCAB meeting
  - J. Turuk informed the Board that the Canadian Council for Aboriginal Business have requested a meeting with CFAR.
  - J. Turuk informed the Board that anyone interested in attending the meeting with her should inform her as soon as possible.
  - CCAB would like to learn more about CFAR; J. Blackman suspects the organization is looking for partnership opportunities with regional organizations like CFAR.
  - J. Turuk provided meeting time and date

18. CFAR 2009/10 Budget

- J. Turuk reminded the Board that any committees that will be spending or bringing in revenue need to compile a budget for the 2009/10 year and provide this budget to S. Sanderson before the December Board meeting.

19. Quarterly budget report

- S. Sanderson provided the Board with a report on current CFAR financials
- **Action Item:** Christine to move administration expenses – events vs. general administration expenses to be separated
- **Action Item:** S. Sanderson to explore investment options with bank

**Other Items**

2010 CFAR Conference

- R. Barber and C. Schreuder to move forward with negotiations with the Marriott
- General discussion regarding possible alternatives to the Enoch Marriott as conference venue
- **Action Item:** R. Barber to supply deposit to Enoch Marriot

Adjournment

- Meeting adjourned
- Next meeting takes place on December 9, 2009 in Calgary. Meeting place to be determined.