



CFAR SOCIETY
Circle for Aboriginal Relations

CFAR Board Meeting Minutes

May 9, 2012

Host: Bob Phillips, Alberta Innovates
Location: 7th Floor, 909 11th Ave SW, Calgary Alberta
Key Contact: Lisa Maragh
Time: 9:00 – 1:00
Meeting Chair: Todd Belot

Attendees

- **In person:** C. Supernault, T. Belot, B. Phillips, J. Moravetz, W. Erasmus, T. Heins, E. Johnston
- **On phone:** C. Schreuder, J. Turuk, L. Maragh

Agenda

1. Welcome, introduction and opening remarks

For Approval

2. Review and approval of agenda
3. Approval of minutes – April 2012
4. Architecture for Aboriginal Relations
5. Code of Ethics to be adopted as Guiding Principles

For Information

6. Office Managers Report

For Discussion

7. Planning for next year
8. Office Manager replacement – Plan for moving forward
9. Board recruitment

Minutes:

1. Welcome, Introductions and opening remarks
 - The meeting commenced at 9:35am. T. Belot welcomed the group and asked C. Supernault to say the opening prayer.
2. Review and approval of agenda
 - Agenda was reviewed and approved.
 - o Motion to approve agenda - B. Phillips;

- Seconded - W. Erasmus;
 - All in favor
3. Approval of Minutes – April 11, 2012
- Motion to approve minutes – T. Heins;
 - Seconded - C. Supernault;
 - All in favor

- The following was discussed around the minutes / action item section:

- T. Belot to contact J. Turuk regarding write off items. Carry forward.
- C. Schreuder to contact Spirit Staffing – Board going different route.
- T. Belot to distribute action plan from Board Development session. Complete.

4. Credential Recognition

- B. Phillips gave a brief update that included the following points:
 - Aboriginal communities need to be involved and have input
 - More parties need to be involved to ensure credibility (i.e. Government)
 - Program can't be rushed for the sake of getting it out there
 - Trustees need to be involved
 - Perhaps Mission Statement needs to be revisited – do we have a Vision Statement?
- Group Discussion:
 - Importance of Mission/Vision
 - Guiding Principles
 - Need to discuss with communities
 - Board needs to be transparent
 - Can't move on without a clear Mission

Action : B. Phillips to give information session “Professionalizing Aboriginal Relations” for communities at the CFAR Conference, June 5, 2012, 9:00 am to 11:00 am, at The Ranch

5. Office Managers Report

- C. Schreuder talked through her report and highlighted the following points:
 - New camera purchased
 - C. Schreuder will send membership comparison out to the board

6. Office Manager Replacement – plan for moving forward

- Do we go forward with the candidate brought forward by L. Maragh
- Do we go with a consultant to hire
- Executive has looked closely at the candidate brought forward and have met briefly with her to discuss interest
- Executive will be looking at holding a formal interview
- Discussion regarding whether the candidate will take on Executive Director position as well
- Discussion regarding cost of having Executive Director, Office Manager and office space
- No money to sustain for the long term unless applications for grants are made

7. Events Update

- J. Turuk gave update
 - 2012 Conference – Advertisements are out for golf and conference
 - Sponsorship letters going out
 - Delegate package getting done

- Small details to attend to, prayer, pre-conference speed networking
- Board needs to market the conference
- Board members who are not covered by companies for conference fees, the board will waive the fees with the expectation that they volunteer at the conference

8. Planning for next year

- Recommendations for AGM venue – Calgary vs. Edmonton
- Discussion regarding format change from luncheon to dinner with a speaker, followed by AGM, followed by entertainment
- AGM in September is preferred and should be planned by the Events Committee
- Discussion regarding per diem/honorarium for board members that are not covered by companies
- Creation of a board manual was discussed

9. Board Recruitment

- There are 3 members that have left the Board and 3 more will be leaving
- Anticipate there will be 8 returning board members for next year as well as current advisors
- Discussion regarding number of meetings per year, discussed 4 meetings per year with additional conference calls when needed to make decisions
- Members will need to volunteer for committees and be held accountable for the committee they are responsible for
- Governance Committee will have presentation at next meeting for the board to look at
- Another session with Board Development would be beneficial

10. D. Luff from Talking Stick joined the meeting at 11:45 and gave information regarding the decisions to be voted on.

Motion for approval for the Credential Recognition Committee to adopt the draft Architecture for Aboriginal Relations – J. Moravetz
 Seconded – T. Heins
 All in favor
 Carried and adopted

Motion for Code of Ethics be adopted as CFAR Guiding Principles rather than a true Code of Ethics and that the Code of Ethics be drawn up by the Credential Recognition Committee – T. Heins
 Seconded – B. Phillips
 All in favor
 Carried and adopted

Dates of upcoming Board meetings:

- June 13, 2012 Board meeting (Calgary) *Venue TBD*