



CFAR SOCIETY
Circle for Aboriginal Relations

CFAR Board Meeting Minutes

March 14, 2012

Host: James Blackman, Primco Dene Group of Companies
Location: 10721 - 181 Street Edmonton
Key Contact: James Blackman –(780) 812-8631 or Sheryl Machatis (780) 488-7758
Time: 10:00 – 2:00
Meeting Chair: Todd Belot

Attendees

- **In person:** C. Supernault, T. Belot, E. Johnston, G. Spicer, D. Janvier, C. Schreuder
- **On phone:** J. Turuk, L. Maragh,

Agenda

1. Welcome, introduction and opening remarks

For Approval

2. Review and approval of agenda
3. Approval of minutes – February 2012
4. Investment Interest
5. Audit Committee

For Information

6. Credential Recognition Update
7. Office Managers Report

For Discussion

8. Board Development Session – March 30 & 31
9. CFAR Elder Initiative Update
10. Speaker Database
11. Funding Committee Update
12. Executive Director Update
13. Promotional Items Update
14. Membership Committee
15. Events Update:
 - a. Business After Hours (Fort McMurray Update)
 - b. Luncheon Update
 - c. Conference Update

16. Executive Director Update
17. 2012 CFAR Conference & Golf Tournament Update
18. Grants
19. Other

Minutes:

1. Welcome, Introductions and opening remarks
 - 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 - C. Supernault;
 - o Seconded - E. Johnston;
 - o All in favor
3. Approval of Minutes – February 2012
 - o Motion to approve minutes – G. Spicer;
 - o Seconded - C. Supernault;
 - o All in favor

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

 - o Jacob will be recognized at the Fort McMurray mixer. If he is unable to attend then the piece will be mailed to him. **ACTION: Christine to follow-up.**
 - o E. Johnston and D. Turner to put their ideas forward regarding Elder participation at the April meeting. **ACTION: E. Johnston and D. Turner**
 - o D. Janvier suggested hosting the next meeting at the Métis office and asking the Métis president to attend. It was suggested that this might help to build relationships with this group.
 - o D. Janvier suggested that board meetings be open to anyone that would like to attend. He would like this topic included on the agenda for further discussion at the next meeting. C. Supernault wanted to ensure that Advisors were included on this type of discussion. A special invitation (phone call) will need to be made to the Advisors to increase chance of attendance.
 - o **ACTION: T. Belot to include on the April Agenda and contact Advisors.**

- Review of action items – *see attached page to minutes with updates.*
4. Investment Interest
 - o Discussion around Investment interest. As a non-profit we are not able to reinvest the interest earned so other options were explored.
 - C. Supernault commented that education would be a good place to target CFAR dollars.
 - It was agreed that the concept of education was a good one, but we should develop a CFAR vision on what our support would look like.
 - C. Supernault suggested inviting the Ministers Assistant Deputy Minister to a meeting so that they can talk about what is being done in the area of education with the Future Leader's program. **ACTION: C. Supernault to work with C. Schreuder to arrange a presentation to board.**
 - D. Janvier suggested having a poster contest 'how do you see Aboriginal Relations' to draw the kids in with visual expression. There could be an essay writing competition and the premier could be asked to select a winner.
5. Audit Committee
 - Two board members are needed to assist with getting the financials prepared. **ACTION: Any interested board members please send name to C. Schreuder. .**
6. Credential Recognition Update:

- B. Phillips, G. Spicer, A. Cunningham, M. Benson, B. Schadeck, C. Ware and D. Turner all met to discuss credential recognition. There was a lot of catching up as many did not know what the status was of the program. There is another meeting scheduled for April and at that time action items will be discussed to be present to the board.
7. Office Managers Report:
 - o C. Schreuder talked through her pre-submitted Office Manager Report that included the following points:
 - New memberships and outstanding accounts.
 - Final summary for January Luncheon
 - Volunteer enquiry
 - Audit Committee
 8. Board Development Session – March 30& 31
 - o Everything is set-up. One last reminder to be sent to the board urging those who have a change in commitment to let us know immediately. Reminder of how to access the building and that food will be provided to be sent. **Action:** Christine to send reminder email and follow up with phone calls as necessary.
 9. CFAR Elder Update:
 - o Nothing to report. Action item to be carried forward.
 10. Speaker Database
 - o Nothing to report. Action item to be carried forward
 11. Funding Committee Update:
 - o Nothing to report. Action item to be carried forward.
 12. Executive Director Update
 - o Nothing to report. Action item to be carried forward.
 13. Promotional Items
 - o Janais forwarded emails with promotional item options on March 14, 2012. **Action:** All to review and respond to Janais your preference before the next board meeting April 11, 2012
 14. Membership Committee
 - o Nothing to report. Action item to be carried forward.
 15. Events
 - o Business After Hours Mixer
 - Most everything is arranged for the Mixer at the Sawridge. We are seeking an Elder for this event to provide the invocation. **Action:** If anyone knows of an Elder in the area, please let Janais know.
 - Sponsorships to date from Savanna, Nexen, Mikisew Group of Companies and Flint
 - o Luncheon Update
 - Cancelled due to lack of volunteer resources
 - o Conference Update
 - Conference planning ahead of schedule. Looking at securing Phil Fontaine as keynote. **Action:** Janais to follow up with Art Cunningham before next meeting.
 - ~~16. Executive Director Update covered under Agenda item 12~~
 17. 2012 CFAR Conference & Golf Tournament Update
 - o Everything is under control. Venue is booked. **Action:** Christine is to forward list of last year's golfers to James.
 18. Grants
 - o Christine has a CD from Canadian Business Publications that can be used to help source subsidies, grants and loan opportunities. **Action:** Find a board member or volunteer that would be willing to help with reviewing this CD to identify opportunities for CFAR

- **Action:** Cliff is to check with Tracy Makokis if she(?) would be willing to help CFAR with completing Grant Proposals
- **Action:** Follow up with Bob Phillips to ask for direction.

19. Other

Dates of upcoming Board meetings:

- April 11, 2012 Board meeting (Calgary ATCO Centre I. 7th floor, 909 11th Ave. SW.
- May 9, 2012 Board meeting (Edmonton) ***Venue TBD***
- June 13, 2012 Board meeting (Calgary) ***Venue TBD***

February 08, 2012

Item	Responsibility	Update	Due Date
Recognize past board members	C. Schreuder	Will continue to work on at April mixer	April meeting
Develop an outline on the role of a CFAR Elder and provide to the board for review/further discussion. This should include Elder Honorarium	E. Johnston, D. Turner	Moved to April	February March April
Speakers database is being developed to track suggestions made for CFAR speaking engagements	C. Ware	No updates at this time.	January February March April
Funding subcommittee has been struck and a review of how to approach this including the Executive Director's position is to begin. Meeting to be arranged with group in February for recommendations to be brought forward to the Board in April.	T. Belot, S. Sanderson, B. Phillips	T. Belot to arrange meeting	February March April
Promotional items to be suggested and sent to board for review	J. Turuk		February March
CFAR Membership engagement plan is to be developed	T. Belot		February March April
By-law documents to be updated to include CR information.	B. Phillips		March April
Update report required from Talking Stick	B. Phillips		March April
Next CFAR event photographers have been assigned to take pictures to help C. Schreuder decide on which camera to purchase for CFAR	J. Moravetz & E. Johnston		March/April
Interest from investments to be discussed at next meeting – perhaps used in a bursary or scholarship.	C. Schreuder & T. Belot		March
Discussion at the April Board meeting about opening up board meetings to include others who have an interest in attending.	D. Janvier		April.
Contact Advisors to attend the April Board meeting to discuss whether meetings should be open or closed	T. Belot		April
Contact Minister's ADM to discuss presenting to CFAR Board work that they are doing in the area of Education with Future Leader's program.	C. Supernault		
All board members to review promotional items circulated by J. Turuk and respond to her on preferred items before April 11	All		April 10
Seeking Elder in Fort McMurray – please contact J. Turuk if one can be recommended.	All		April
J. Turuk to contact A. Cunningham to follow-up	J. Turuk		April

on Jim Prentice's availability for the conference			
C. Schreuder to send list of last year's golfer's to J. Blackman.	C. Schreuder		April
C. Schreuder is seeking volunteers to review CD of publications received from the Canadian Business Publications for CFAR opportunities	All		April