



Minutes

Board of Directors Meeting

December 1, 2016

Location: Savanna Energy Services Corp, 311-6th Ave SW, Calgary
Chair: Todd Belot
Attendees by Phone: Tim Heins, Marcel Pelletier, Jon Stringer, Lorne Ternes, Dean Janvier
Present: Sandra Sutter, Todd Belot, Connie Landry, Andrea McLandress (12:10 pm)
Regrets: Tammy, Todd P (during meeting)

1. Welcome
 - Todd: recognize year end and appreciates everyone's busy schedule. Todd on record to provide prayer at next meeting.
2. Opening Prayer
 - Sandra
3. Approval of Agenda
 - Todd – request any discussion regarding agenda
 - Jon Move to accept agenda
 - Lorne second
 - None opposed. Motion carried.
4. Safety Moment
 - Tim - Maintain personal commitment to defensive driving. It only takes a split second for an accident to happen
5. Cultural Moment
 - In meetings we have safety moment. Recognizing movement to reconciliation, and awareness of safety moment, thoughts on cultural moment? Connie, Sandra, Todd, Marcel agree there should be a cultural moment as a regular agenda item.
 - Marcel - terminology of natural law. Observable law relating to natural occurrence. As Indigenous peoples we respect natural law. We follow the game, honor the plants, medicines, we are the custodians of mother earth. Thank you for listening.
 - Todd: taking part of CAPP, comment made during meeting - it's all about inclusion, the calls to actions, reconciliation. Brian McGuigan (who is), speaking at AGM, communicated that he heard from Ottawa that industry is on the cutting edge of reconciliation, working with community and the crown etc. Thank you Marcel, your words are timely.

Non Agenda item: Dean - resigning from the board, with regret. Time commitment is a challenge. Todd: appreciate comments, understand your role with community. Todd: saddened but understand. Suggest he remain as advisor to board? Todd: extend gratitude of the board for past contribution. Dean is happy to carry on in capacity of advisor.

6. Previous Minutes

- May 26 minutes:
 - Tim move accept
 - Marcel second
 - None opposed ; motion carried

Dean left meeting 11:59

- Executive teleconference notes – October 12, 2016
 - Edit requested to Add regrets: Tim
 - Connie move ok with edits
 - Marcel second
 - None opposed; motion carried

7. Business arising/Action Items

- Sandra - was going to send notes. Emails not a good format (ignored), therefore not done.....not relevant until the committee work starts again in the new year

8. Standing Agenda Items - Committee and Sub-Committee Reports:

- Executive (Includes President's Report) – Todd B.
 - Reviewed Sandra's report. Recognize Jon's work with Sandra.
 - Recognize Tim's work on Governance.
 - Marcel: regarding finance. It's been a rough year, thin line.
 - We are still viable, people still talk about us. For the conversations keep reminding people to attend. Reach out and invite people.
- East - Governance – Tim
 - Looked at 3 most actionable items
 - Organization, terms
 - Board of Directors - terms as agreed. If everyone were to resign, there would not be a board. To protect organization, suggest go to staggered terms of service. Benefit of going to a term, when people coming on board, provides a level of knowledge of commitment. If the board were to adopt this, we would need to put in bylaw.
 - There have been circumstances over past years with behavior and the ability to stay engaged. Marie and Tim, haven't provided an outline for the expectations for participation. This would fall into something more like a development of policy. For example address absenteeism, if a person misses X number of meetings, perhaps more than 2? At this point it becomes questionable if the person can keep up to date. Tim and Marie, put this out for recommendation of a policy. Initially, there is a possible letter requesting to validate continued interest and commitment. If absence continues, send a second letter and escalate the tone regarding engagement? The board is aware, the behavior is on file, and in notes. Third time, thank you and perhaps time to move on.
 - Regarding the President elect position, if you look at most organizations the path of service, allows their name stand. Through the path, typically they sit on a committee, and there is grooming for succession. (is) President elect is redundant?
 - Board Discussion:
 - Sandra – we are not able to move on this year.
 - Todd - it could be addressed (acted on) following AGM. It is possible to act on staggering of board members.
 - Lorne: offer to help on move forward with policy

- Board Discussion cont'd
 - Jon: 1 year term, and stand for reelection? You can't change people's terms without AGM, members vote.
 - Sandra: let it stand to be voted on at AGM. We can make a board recommendation.
 - Marcel: we need a motion from the board that we endorse a recommendation on the terms.
 - Jon: motion to adopt a resolution to accept a change to bylaws regarding staggering terms.
 - Andrea seconded
 - non opposed; motion carried
 - Marcel: do we need to send notification out to members?
 - Sandra: we don't think so. To Tim – what is prepared so far is all that is available for the AGM review.
 - Todd – thank you to Tim. Recognized it's been a lot of work
- South – Finance –Marcel
 - Marcel has been in contact with Todd and Sandra regarding finance. In regard to the downturn in the economy, the board can be reassured that finances are on top of mind.
 - Sandra: every year we gather (people) to review the financial statements. We continue to engage with Garry. This year's Financial Statements for Circle of Aboriginal Relations (ended March 31, 2016):
 - Spam legislation is a roadblock
 - Expenses 50% lower
 - Committed future good-will remains on books until we have the funds for it
 - CRA owes us a significant amount of money
 - AGM- will include current summaries. We want the membership to recognize, the efforts on collecting receivables, and payables.
 - Marcel: question regarding money we promised to flood/fire,
 - Sandra response: CFAR committed ½ the sales of golf shirts, mulligans, to flood relief and \$3K raised at the silent auction to fire relief. However, we have had outstanding bills so we haven't been able to pay them.
 - Marcel-: question regarding contract with River Cree? What are the obligations?
 - Sandra response: CFAR is obligated to hold the conference next two years. (3 year contract signed).
 - Lorne: Should we be moving from larger conferences to one day dinner events? One reason is our attendance is going down and there is no money for large event.
 - Marcel/Todd - is this the appropriate time to be discussing this? Sandra: move conversation to committee.
 - Todd – can we approve the Finances for AGM
 - Tim move to approve
 - Lorne second
 - None opposed; motion carried.
- Current Financial Statements
 - Marcel - how much do we owe?
 - Sandra: At October 31, 2016 - 11K owed, owed to us \$ 15K; 4K surplus. GST is owed to us. Should be able to get through the review in a couple of months.
 - Tim ok, numbers demonstrate we are nose above water.
 - Tim motion to accept Financial Statements ended Nov 30, 2016
 - Lorne second
 - non opposed; motion carried

West – Sponsorship and Fundraising - Jon

- Following conference. Agreed to engage Dani. Sponsorship committee,
 - See letters for requesting funding. Note it includes sponsorship levels
 - Two letters are included, one is a two pager and one is a one pager – sponsorship levels include student of ACIR sponsorship levels.
 - Andrea: suggests grammatical edits. Andrea will communicate with Jon after meeting.
 - Sandra we can vote on intent.
 - Connie - motion to accept the intent with grammatical corrections sent to Jon by end of Friday
 - Marcel - second.
 - None opposed; motion carried.

□ North –ACIR/ICE- Pat

- Report was submitted by email just prior to the meeting, Sandra and Jonathan were asked to speak to it with the Board

□ Events and Business Manager’s Report – Sandra

- Seeing more calls and emails coming in.
- Technology challenges - not able to keep on line payment going; not able to link PayPal on site.
- Conference dates May 16-18 (2017)
- Theme – the board needs to be more responsive in the future.
- Regarding Dani:
 - Some discussion took place with respect to the events management contract and the sponsorship contract, both of which are committed to the end of December.
- Bookkeeper. Has donated some of her time. Understands CFAR’s financial situation
- Garry is also volunteering time.
- Looking forward to more donations/volunteer of time.
- Sandra - looking to address volunteer needs.
- Western Aboriginal Consultation and Engagements. Pat and Jorgé. Cross advertising/promotion us and them was discussed
- Pat is teaching next module of ACIR. We need to promote attendance/marketing.
- When considering board candidates - we can have 24 (too many- difficult to manage) New since the forwarded candidates - Tweela is letting her name stand. Deion Blackman(youth board member) Regan Smith
- We need to put forward a slate of recommended board members for the AGM for members to approve.

AGM

- Any questions regarding AGM - send to Todd.

Sandra exited the meeting at 1:05 p.m.

9. Adjournment (1:10)

- Connie motion to Adjourn
- Jon second
- non opposed; motion carried