



National Association of Japanese Canadians Heritage Committee meeting minutes (draft)

Meeting date: 17/01/2015

Meeting time:	10:00am (PST) / 1:00pm (EST) – 11:20am (PST) / 2:20pm (EST)
Meeting location:	Teleconference
Meeting called by:	Lisa Uyeda, Chair
Type of meeting:	First committee meeting
Facilitator:	Lisa Uyeda, Chair
Note taker:	Lisa Uyeda, Chair
Attendees:	Noreen Kuroyama, Kevin Okabe (NEB Director), Lisa Uyeda (NEB Director), and Bryon Wilfert.
Regrets:	Lillian Maguire (NEB Director)

Adopt 17 January 2015 agenda

Revisions:	Add: defining heritage; discussion around Terms of Reference (ToR); history of the committee.
Motion:	Informal first meeting; no motion carried.
Result:	All future meetings to follow procedure.

No previous meeting minutes to adopt.

New Business

1. Introductions

- a. Noreen (Toronto), Bryon (Toronto), Kevin (Calgary), and Lisa (Vancouver-Toronto).
- b. Lillian (Whitehorse) will be introduced at the next meeting.

2. Report on past heritage committee activities

- a. Heritage committee was last active in 2012.



- b. Previous projects included: digital storytelling; on-site inspection of JC artifacts; Asahi baseball (book) translation; 70th Anniversary CD display; amongst others mentioned in the reports.
- c. Defining 'heritage' is needed to move forward with a clear understanding of our goals.
- d. Current NAJC by-laws regarding heritage committee (last revised 2011):
 - i. 21.9 The Heritage Portfolio
 - 21.9.1 The Heritage Committee is chaired by a member of the National Executive Board.
 - 21.9.2 The Heritage Committee is comprised of appointed and volunteer members.
 - 21.9.3 The Heritage Committee shall be responsible for:
 - (a) aiding Japanese Canadian communities in the preservation, maintenance and dissemination of Japanese Canadian heritage and history;
 - (b) monitoring representation of Japanese Canadian history in Canadian society; and
 - (c) proposing recommendations regarding (a) and (b) above to the National Executive Board and/or the membership through the National Executive Board.
 - ii. Lillian Nakamura Maguire, Chair, Constitution & Resolutions Committee is currently revising the by-laws. Further discussion via email on changes to the heritage committee's by-laws is recommended. Note: education is not currently stated in this section of the by-laws.

[Action]: Lisa to send past 2012 heritage committee reports via email to the committee for review; send by 25 January 2015.

[Action]: Lisa to send by-laws via email to the committee for review; send by 25 January 2015.

3. Project proposals, approval process, and funding

- a. Lisa recommended establishing guidelines or procedures that will address how the committee will determine which projects, events, activities, etc. will be supported and in what capacity.
- b. Concern was brought forward from all committee members for the elder generation and projects, events, activities, etc. concerning the elder generation should be given priority. Specifically, this includes an oral history project. Many oral history projects have been or continue to be undertaken within the community at the national, local community, and personal family levels. Establishing a central repository, or at least a comprehensive list of the individuals interviewed, would have future research benefits. In addition, the committee could assist by identifying resources available and how-to guides.
- c. Additional points to consider: nature of the project, ability to gain support from the community and NEB, why it is a priority, where the projects are coming from (e.g. grassroots, local/national, etc.),



- d. The month of May is Asian Heritage Month. This is generally acknowledged at the local level. Additional educational opportunities may include Historica and Heritage Minutes.
- e. The recent Annual General Meeting report includes updates from the Chapters, including any heritage related activities.
- f. The NAJC endowment funds are available to support community projects, events, activities, etc. and are not restricted to only Chapters or organizational members. Financial support for heritage projects is not always required from the heritage committee budget.
- g. Consider investigating external sources of funding; such as available government funds e.g. Heritage Canada, and outreach to other foundations.

Conclusion(s): Next meeting, outline project guidelines.

[Action]: Kevin to send the NAJC AGM 2014 report via email to the committee; send by 25 January 2015.

4. Budget

- a. 2015-2016 fiscal year budget has been approved for \$3000.00
- b. Further discussion on how the funds will be allocated is required.
- c. 2016-2017 fiscal year budget to be set and proposed at the September 2015 AGM for approval. Draft 2016-2017 fiscal year budget to be discussed at the 31 January - 1 February 2015 NEB meeting in Toronto.

Conclusion(s): Next meeting, outline budget.

5. Administrative logistics (future meetings, correspondence, etc.)

- a. Meetings to be held every 4-6 weeks; additional meetings to be scheduled as needed.
- b. Weekend mornings and weekday evenings are preferred.
- c. NAJC has a paid membership to use a program called WebEx. This will allow meetings to take place online with audio and video with the added capabilities of sharing documents if required.
- d. Lillian's preferences needed.
- e. Upcoming National Executive Board (NEB) meeting to be held in Toronto on 31 January - 1 February 2015. Kevin proposed the next heritage committee meeting be in person since all members will be geographically nearby.

Conclusion(s): Meetings to occur every 4 weeks to start; next meeting to be held in Toronto.

[Action]: Lisa to send proposed meeting schedule via email to the committee; send by 25 January 2015.

Meeting adjourned

Motion moved:

Informal first meeting; no motion carried.



NAJC HC Meeting Minutes

Created: 17 January 2015

Last modified: 18 January 2015

Motion second:	
Time adjourned:	11:20am (PST) / 2:20pm (EST)
Next meeting date & time:	To be determined.
Next meeting location:	Toronto, ON