

NAJC National Executive Board (NEB)
MINUTES of the August 26-27, 2006 Meeting, held at MJCCA office, Winnipeg

Attendance:

Henry Kojima, President
Keiko Miki, Past President
Angela Boyko, Treasurer
Grace Eiko Thomson, Secretary
Judy Hanazawa, Director
Joanne Planidin, Director
Yumi Schoenhofer, Director

Regrets: George Uyeda

Opening:

1. Call to Order, 8:45 a.m., Saturday, August 26
President Henry Kojima called the meeting to order.

2. Agenda

Motion #1: Adoption of Agenda

***Moved and seconded Joanne/Yumi
Carried***

3. Minutes

Motion #2: Adoption of Minutes of June 3-4 meeting

***Moved and seconded by Joanne/Judy
Carried***

4. NAJC Investment Reports

9:00 a.m., Lori Johnson, CIM, FCSI, Investment Advisor representing CIBC reported on Performance Status of NAJC Endowment Fund (Acct. 500-14486) and Sustaining Fund (Acct. 500-13474), (attached hereto) as of July 31, 2006, with Overview showing NAJC returns for the past 5.83 years and current Portfolio Value. Her recommendation suggests moving forward and keep doing what we're doing. Her contact has mainly been with NAJC staff, Robert Osato, and suggestion was made that the Treasurer of the NEB be informed firstly. Also suggestion that the NAJC form a Finance Committee to review NAJC Policy Statement and to educate and inform membership.

9:45 a.m., Shelagh Hare, BA, CIM, FCSI, Vice President and Portfolio Manager, representing RBC, together with her assistant, Michael Safronetz, reported on current status of Accounts 7015161511000 and 7015161610000. Her contact with NAJC has mainly been through Robert Osato. She explained that the funds have to date been placed in Fixed Income (largely bonds with some Equity) was in accordance with instructions received from NAJC in May 2001, which called for no erosion of the principal of the funds and additionally that there be an average of 2% per annum increase in principal over the long term. She recommends that in view of the revenues realized to date it is a good time to move these into Equity towards higher yields.

After these visits, the NEB committed itself to clarifying Robert Osato's position. Also, the Treasurer was instructed to give an overview to the membership at the AGM.

5. Reports:

Treasurer

Statements of Operating Funds, Sustaining Funds and Endowment Funds submitted hereto, together with verbal report to NEB which includes contact with and instruction to the Audit committee, in preparation for the AGM, and information attachment of "NAJC Investment Policy Overview (May 2001)". She pointed to problems existing in the draft financial statements received to date. Problems were also noted with the work relation with Robert Osato, and Henry offered to meet with Robert Osato to clarify expectations within a timeline and also to review the position's job description. Angela to give Henry information about what she would like from Robert.

President

Reported on various events, including his attendance at the NNM&HC's fundraising gala, June 10, invitation received from Japanese Language School's 100 anniversary Ribbon Cutting Ceremony; letter from CCNC Toronto to an October 5 dinner; ERA manuscript in copy editing stage at University of Toronto Press (to be readied in time for Spring/Summer catalogue); invitation to Bev Oda to which to date there has been no response as to attendance at the AGM; private conversation with Minister of Justice, Vic Toews; CiyScape (landlord) urging NAJC to vacate our lease (7 years remaining); and on the status of Claudia who will be taking a maternity leave, working from home in the short term.

Motion #3: to authorize the President to hire on contract basis replacement for Claudia, at a rate of \$15.00/hour and 20/hour week, not to exceed a three month period.

***Moved and seconded Joanne/Judy
Carried with One Absentation***

Other Reports

Director Judy Hanazawa gave a verbal report on her activities.

Director Yumi Schoenhofer gave a verbal report regarding her contact with Kaori re Human Rights booklet which requires feedback. Henry Kojima confirmed his commitment to write the grant application. Secretary Grace Eiko Thomson submitted a written report, and particularly followed up regarding a review she has written following her visit to the Canadian War Museum in June, regarding the problems raised with respect to the panel, "Forced Relocation". Grace will work with Henry to make submission to the proper authorities at the Museum.

6. Committee Reports

Nomination Committee, a two-year term committee, consists of Janet Hirose, Chair, Keiko Miki, Katherine Nugent, Ken Noma and Henry Kojima. Henry reported on the status of nomination as at July 21st, deadline for submissions which shows all positions filled except that of the Secretary, ie, Nominations for President, Grace Eiko Thomson; Vice-President, Charlotte Chiba; Treasurer, Angela Boyko; Directors, George Uyeda, Joanne Planidin, and Terumi Kuwada.

Constitution Committee, appointed last meeting, sent to membership, will be raised at AGM.

7. NAJC Policy Guidelines

Keiko submitted the Guideline draft. It was tabled with Keiko Miki, Joanne Planidin, and Judy Hanazawa to report during tomorrow's sessions.

8. NEB-HRC Meeting (September 16-17)

Facilitator for this Meeting is named. He is Daniel Friesen, of the Mennonite Central Committee.

9. Community Development Action Plan Workshop (October 20)

The chair, Grace briefly walked through the preparation regarding this workshop. The committee consists of Judy Hanazawa, Keiko Miki, and Joanne Planidin. Claudia to be informed regarding venue, since the hotel is viewed as a more convenient location with respect to lunch and dinner considerations. Hospitality room to be reserved for Thursday evening. Registration forms have been mailed out with deadline date of September 15. Workshop leaders have not yet been named.

10. Project Proposals for 2007-2008 Budget

With a September 3rd deadline in mind, submissions will be sent to Angela re Community Development Workshop Second Phase (by Grace) and Human Rights Workshop (by Judy) and Communications/Website development (by Henry).

12. Membership

Legal status of 'membership' and what it entails to become a member of NAJC (a Society with a political agenda) is required to be properly defined so that we may find other ways of affiliating with non-profit organizations. Henry and Grace offered to research and to submit a report.

4:50 Meeting adjourned.

9:15 a.m. August 27 Call to Order

7. *NAJC Policy Guidelines*

Tabled yesterday for re-writing, it was re-submitted

Motion #4: to approve Policy and Procedures for funding by the National Development Fund.

Moved and Seconded by Keiko/Yumi

Carried

With respect to the second section regarding Procedures for funding (to be re-written and submitted through email by Joanne):

Motion #5: to accept in principle Keiko Miki's recommendation as part of Reimbursement Guidelines.

Moved and Seconded by Keiko/Joanne

Carried

11. *Toronto AGM*

Registration: Change in fee changed from \$60 to \$100 to cover cost of dinner (hosted by TO NAJC Chapter/a musical evening)

Deadline for registration September 15.

AGM Booklet Preparation: reports:

World Peace Forum (Grace)

NNM&HC, Asahi (Henry)

HRC (George)

HRC (September workshop) (Pauline)

Canadian War Museum (Grace)

Communications (Henry)

Community Development Workshop (Grace)

Endowment Fund

Canadian Japanese Mennonite Scholarship (Henry)

Powell Street Festival (Grace)

Reports from NEB members

Departing members' presentation of awards.

Meeting adjourned at 11:30 a.m. with closing remarks from the President.