

**NATIONAL ASSOCIATION OF JAPANESE CANADIANS  
NATIONAL EXECUTIVE BOARD MEETING  
December 9 & 10, 2006**

**Day 1:** Saturday, Dec. 9, 2006  
**Call to Order:** 9:05 am  
**Present:** Past President Henry Kojima  
Vice President Charlotte Chiba  
Treasurer Angela Seller Boyko  
Directors: George Uyeda, Terumi Kuwada, Joanne Planidin  
**Regrets:** President Grace Eiko Thomson  
**Appointment of Recording Secretary:** Joanne Planidin  
**Opening Remarks:** President Grace Eiko Thomson is ill. Henry Kojima will chair the meeting this weekend.  
Welcome to the new members of the National Executive Board.  
To do: Conflict of Interest forms to be read and signed by each board member before Sunday's adjournment.

**1. Agenda:**

**Motion to approve the agenda as circulated.**

Moved by: George Uyeda

2<sup>nd</sup> by: Terumi Kuwada

**Additions or deletions to the agenda:**

New Business: Terumi requested an expanded discussion regarding "Communications"

**Carried**

**2. Minutes of the last NEB meeting:**

**Motion to accept the minutes of the last meeting of the NEB.**

Moved by: Joanne Planidin

2<sup>nd</sup> by: George Uyeda

**Carried**

**3. Reports:**

**a) President: Not available**

**b) Past President: Henry Kojima**

- National Administrator Claudia is on maternity leave. Lucy Yamashita has taken over the duties and all goes well.
- Manitoba Somali Association Inc. is the new renter at 404 Webb Place and all is fine to date.
- Accounting issues:
  - Concerns raised regarding process, timeliness, communication with both the office and Angela
  - Entered In Camera discussion. Out of In Camera discussion.
- Website maintenance update:
  - Overview for the new board members
  - M9 has a 3 year contract as part of the "Then and Now" national website coordinated by Art Miki
  - Geraldine deTorres Lim has now taken over the maintenance for the main site

**c) Treasurer's Report: Angela Boyko**

- Overview of the report circulated
- Income Statement:
  - Discrepancy in the interest revenue #

**Action Item:**

**Angela to investigate and provide the corrected # via e-mail.**

- Expenses for the executive meetings are incorrectly posted
- AGM entries and JCCC have to be identified and separated
- SEAD grants and the Cultural Development funds also incorrectly posted
- Balance Sheet
  - Change reflects Manitoba Hydro bonds maturing

- Mainly meant to be a guide for our investments and assets
- Snapshot of our current position
- Accounting process still needs refining, still not perfect

**Motion to accept the Treasurer's report as presented.**

Moved by: Angela Seller Boyko

2<sup>nd</sup> by: George Uyeda

**Carried**

**d) Investment Portfolio: Angela Seller Boyko**

Proposal from RBC was mailed out to all board members. Update the new members. Discussion specific to the investments that relate to Human Rights. Recommendation to accept the proposal

**Motion to engage RBC Dominion Securities in adopting a change to the investment strategy, which includes up to a 30% increase in equity holdings.**

Moved by: Angela Seller Boyko

2<sup>nd</sup> by: Terumi Kuwada

**Action Item:**

**Addendum statement regarding investments of an ethical and/or Human Rights nature.**

**Carried**

**Coffee Break**

**e) Director: George Uyeda**

- Kamloops celebrated their 30<sup>th</sup> Anniversary
- George was crowned "Ms KJCC"

**4. 2006 AGM Debriefing:**

General discussion of all aspects. Discussion as to enhancements for future AGM's.

- Minutes of the AGM
  - Minutes were circulated. Henry and Lucy made corrections based on the recorded tapes.
  - Other amendments:
    - Add Terumi as an observer from Winnipeg
    - "Other Reports" – clarify the statements made by Kenichi and the Ottawa chapter
    - Typo in the resolution – "examine"
    - Add a date footer to the document

**Action Item:**

**Joanne to make the corrections and submit to National office for distribution to the general membership.**

**5. Vancouver Remembrance Day Service: Henry Kojima**

Henry commended the efforts of the Vancouver Seniors on behalf of the community. Received a \$1500.00 donation from the S-20 & Nisei Veterans Association to create a sustaining fund to ensure that a wreath will be laid each year in the future.

**Action Item:**

**Recommendation that the NAJC President attend this event each year.**

**6. CRRF: Terumi Kuwada**

Conference was held in Winnipeg and Keiko Miki and Terumi Kuwada attended. Charlotte Chiba attended the Toronto conference. Nikkei Voice will have an article on this subject in February, 2007. Ensure that the topics discussed be marked for discussion and inclusion into the NAJC HR work.

**7. Canadian Human Rights Museum: Terumi Kuwada**

Discussion regarding an effective method of distributing the information. Henry and Terumi have volunteered to sit on the organizing committee for this fund raising concert. Taiko drummers confirmed performance.

**8. Endowment Fund Committee: Henry Kojima**

Committee report was circulated via e-mail.

**Motion to accept the recommendations as presented.**

Moved by: George Uyeda

2<sup>nd</sup> by: Terumi Kuwada

**Carried**

One abstention recorded.

**9. Endowment Fund Committee Members:**

One vacancy on the committee. NEB appointment.

**Motion to appoint Tracy Matsuo to the Endowment Fund Committee.**

Moved by: George Uyeda

2<sup>nd</sup> by: Angela Seller Boyko

**Carried**

**10. Membership Committee: Joanne Planidin**

Overview of the status of the committee to date. George Uyeda will take over as Chair.

Currently the confirmed members are Kevin Okabe, Calgary and Kay Honda, Hamilton. General discussion.

**Action Item:**

*George will contact the two existing members and recruit others. Review the past reports and possible next steps for the committee.*

**11. Policy and Procedures: Joanne Planidin**

Discussion as to the need for a manual. Reimbursement guidelines draft has been circulated. Comments and recommendations for small revisions.

**Action Item:**

*Joanne to circulate a draft of a Policies Manual before the board meeting.*

**12. Constitution and By-laws: Joanne Planidin**

Joanne volunteers to chair.

**13. Human Rights Committee: Charlotte Chiba**

- Discussion as to the process for a response to issues that arise. Need a definitive strategy to determine what constitutes an urgent issue. Identify issues - always be strategic and of relevance to the greater community. eg. Howard Greene Building
- Aboriginal Issues – Update on the letter of support the NEB and HRC sent out to Stephen Harper and Heritage Canada on the government's reneging on the 160 million pledged for aboriginal language programmes.
  - Charlotte sent out an e-mail regarding an issue and did not get a response yet from the rest. There is a need for better communication within the group.

*Please respond – regardless of whether or not you have anything to contribute. Simple "No Comment" as a minimum.*

**New Business**

**14. NEB Executive Vacancy – Secretary**

**Motion to appoint Terumi Kuwada as the NEB Secretary and more specifically as the Chair of Community Development.**

Moved by: Charlotte Chiba

2<sup>nd</sup> by: George Uyeda

**Carried**

**Action Item:**

*Joanne volunteers to be the recording secretary for all NEB board meetings.*

**Action Item:**

*Need recommendations for additional members to the NEB, especially ijusha representation.*

**15. Communications:**

Need to ensure that the contact information is correct.

- Media/External Communication:
  - Press Release – need a process and guidelines for the issuance of, by whom, etc.
- Internal Communication:
  - Consistent and professional in the approach
  - All official correspondence and communication should go out from the National Office

**Action Item:**

*Clarify how and what we communicate.*

**Adjournment of Day 1**

**Day 2: Sunday, Dec. 10, 2006 Call to order at 8:30 a.m.**

**President Grace Eiko Thomson has joined us.**

**1. Overview of Day 1**

**2. Human Rights**

- Welcome to past director Judy Hanazawa
- Recap of the work of last year for the new board members
- Visioning Session – Sept. 2006
  - Position papers
    - Roles and responsibilities of the NEB and the HR Committee
    - Racial profiling
- Primary goal for today's discussions
  - Start at the beginning
  - State the ground rules
  - Roles and responsibilities of the NEB
- Judy Hanazawa gave a historical overview
  - Under the direction of the past chair - Michael Doi, there was more of an 'arms length' relationship between the NEB and the committee
  - The committee worked under guidelines set on its own
  - Focus was more on National representation
  - Representatives from each region/chapter/area worked on more local issues
  - Training sessions were provided for the local representatives
  - Resources were provided to the local organizations
  - Copani was a pivotal event and there was the perception at that time that the NEB was not totally supportive of the committee
  - Focus shifted to task oriented activities
  - Overall perception of the committee, that the local representatives/committee members were not supported either by the NEB or locally
- Terumi Kuwada commented as a past member of the committee
  - There was a definite shift in the thought process of the committee
  - Instead of working individually in their local areas – they would work together as a group and focus on a project
  - This was the birth of the "booklet project"

**General roundtable discussion:**

- Committee structure
- Current committee members are:
  - **Charlotte Chiba** - **Committee Chair**
  - Ron Moller - Thunder Bay
  - Tom Uyeno - Calgary
  - Tatsuo Kage/Judy Hanazawa - Vancouver
  - Pauline Kajjura - Hamilton
  - Terumi Kuwada - Winnipeg
- Process discussion
  - What constitutes urgency?
  - Who decides?
  - What discussions take place?
  - What issues are national, local, individual, ethnic?
- We already have a very good guideline for Human Rights issues.

**Action Item:**

***The President will consult with, at a minimum, the Vice President and the Human Rights Committee Chair, Charlotte Chiba.***

**3. Side Bar Discussion**

- Administrative roles and responsibilities
- Website discussion
- Roles and responsibilities to formalize who does what

**Community Development: Grace Eiko Thomson**

- Questionnaire feedback from the workshop
- Report from the facilitator received, but not reviewed

**Action Item:**

***Terumi Kuwada and Grace will meet to discuss the Community Development portfolio and Grace will pass over the chair to Terumi.***

**4. Closing Remarks: all**

**5. Adjournment:**

**Motion to adjourn.**

Moved by: Angela Seller Boyko

2<sup>nd</sup> by: Charlotte Chiba

**Adjournment: 11:50 am**