

**Minutes of NEB Meeting
April 25/26, 2009
Winnipeg, Manitoba**

FINAL COPY

Meeting called to order at 9:30 am on Saturday April 25, 2009.

Present: Terumi Kuwada (*President & Chair*), Grace Eiko Thomson (*Past President*), Masa Kagami (*Vice President*), Alan Tanaka (*Treasurer*), Takashi Ohki (*Director*), Pamela Sugiman (*Director*)

Late Arrivals (12:00 pm): Angela Foreman (*Secretary*), Steven Seller (*Director*)

MOTION: Moved to accept the NEB meeting agenda.
Pamela Sugiman *Seconded: Grace Eiko Thomson* *Carried*

AMENDMENT: The following omission to be corrected in the January 17, 2009 NEB meeting minutes:
Grace Eiko Thomson is the NEB liaison for the Greater Vancouver area.

MOTION: Moved to accept minutes of January 17, 2009 NEB meeting minutes as amended.
Alan Tanaka *Seconded: Masa Kagami* *Carried*

President's Report – written report submitted by Terumi Kuwada.

ACTION: Kaslo Hotel – Grace is going to follow up on the current status of pictures that were archived in Kaslo.

Past President's Report – written report submitted by Grace Eiko Thomson.

Vice President's Report – written report submitted by Masa Kagami.

ACTION: Some changes to be made to the draft letter to Chief Ron Ignace. Terumi to prepare a revised draft letter.

The NEB discussed a proposed outline of the *Honouring Our Past Conference* specifically timing (September 25 & 26, 2009), contents and approach.

ACTION: The \$16,000 for the conference has to come out of the HRC's current fiscal year's budget for taking it out from the past financial year's budget has been found unallowable.

Treasurer's Report – written report submitted by Alan Tanaka

The Finance Committee recommends the movement of all investments to Conner, Clark & Lunn Private Capital (Conner). The Committee recommends however, that the movement should take place after the arrival of the new Treasurer and after a vote of the general membership at the 2009 AGM. The NEB received copies of a Condensed Presentation Prepared by Conner.

Due to a conflict of interest identified by his employer, Alan stepped down from the position of NAJC Treasurer.

MOTION: To accept Alan Tanaka's resignation from the position of NAJC Treasurer.
Takashi Ohki *Seconded: Grace Eiko Thomson* *Carried*

MOTION: In accordance with NAJC By-Law 10.5, motion to appoint Alan Tanaka as an NAJC Director.
Pamela Sugiman *Seconded: Masa Kagami* *Carried*

Secretary's Report - verbal report given by Angela Foreman.

Update on re-instatement of the NEB / NAJC Member Organization Liaison program.

Current members of the Community Development Committee (CDC) are:
Henry Kojima, Winipeg
Steven Seller, Thunder Bay
Yumiko Hoyano, Edmonton

ACTION: The CDC will continue its work on developing the member organization community project support program and will forward its work to the NEB for review before distribution to the membership.

Director Report – verbal report given by Takashi Ohki regarding his liaison work.

Director Report – verbal report given by Steven Seller.

ACTION: Will continue research into the Executive Director position.

MOTION: Move to accept the **President's, Vice President's, Past President's,** Treasurer's, Secretary's, and Directors' reports as presented.
Steven Seller *Seconded: Pamela Sugiman* *Carried*

Endowment Fund Committee (EFC) Recommendations reviewed.

MOTION: Move to accept the recommendations of the Endowment Fund Committee.
Terumi Kuwada Secoded: Grace Eiko Thompson 1 Abstention Carried

Office Space:

Costs for current temporary location (6 month lease expiring in September 2009) at 1-222 Osborne Street in Winnipeg, Manitoba is \$575.00 per month (*including GST*) plus hydro and telephone.

Website Management:

Discussion/decision that requests for the addition of information or links to the NAJC website will continue to be managed on a case-by-case basis.

ACTION: Terumi will look into the addition of a note onto the NAJC website at the grant form page saying that there are limited funds available for grants but the EFC still has maximum grant levels available. The objective is to make grant applicant expectations more realistic.

ACTION: Takashi to review the NAJC website for the purpose of seeing how it can be made more useful for our members.

Reports to Nikkei Voice and Vancouver Bulletin:

Discussed the idea of having board members submit articles on behalf of the NAJC, to increase visibility of Board Members and the diversity of backgrounds that the Board is made up of. HRC chair and CD Chair agreed to write the May and June articles. Terumi will advise the newsletters.

National Administrator:

Has recently taken on the additional responsibility of daily bookkeeping.

MOTION: To create and fill an independent contractor position for a National Administrator for a period of eighteen (18) months at an hourly rate of \$20.00 for twenty (20) hours per week.
Steven Seller Secoded: Alan Tanaka Carried

The position as moved above will be offered to Lucy Yamashita.

NOTE: Ensure that the minutes of the NEB meetings are distributed to all NAJC member organizations:

Financial Planning:

Tim Catani's responsibilities are primarily month end balancing and reconciliation, and preparation of year-end working papers for the auditor.

Examined cost-savings measures that can be taken to ease burden of financial downturn.

ACTION: All NEB members to review cost-savings measures list and email thoughts on the subject to the NEB.

Heritage Committee Proposal:

To encourage and assist the Nikkei community in the local preservation, maintenance and dissemination of Japanese Canadian history.

To develop an advisory group that specializes in ensuring the correct representation of Japanese Canadian history in mainstream society.

Grace, Pam and Takashi presented an outline of the proposed standing committee, NAJC Heritage Committee. They will present a draft proposal to the NEB at the next meeting in July so that the motion can then be included in the October 2009 AGM agenda for membership approval.

ACTION: Grace will travel to Ottawa to review any progress made in the correction of the Japanese Canadian display at the Canadian War Museum. The cost of said travel and of other activities as may arise shall be bourn by the HRC budget on a tentative basis.

Membership:

ACTION: Tak, Alan and Terumi will pull together something for the membership at the AGM regarding how to make NAJC membership more inclusive and how to more actively recruit membership.

MEETING: NEB teleconference to discuss AGM motions on July 16th at 7:00 pm Central Daylight Time (Winnipeg).

MEETING: NEB meeting on August 15/16 in Vancouver.

MOTION: Moved that the meeting be adjourned.
Steven *Seconded: Pamela Sugiman*

Meeting adjourned at 12:00 pm on Sunday April 26, 2009.