

**Minutes of the NEB Meeting  
Of August 25-26, 2012  
Vancouver, British Columbia  
Carmana Plaza Hotel**

**Saturday, August 25, 2012**

Meeting called to order 9:00 am

Opening remarks by President Ken Noma, Chair of the Meeting

- acknowledged the following people who has contributed to the organization and has completed their term on the NEB: Takashi Ohki, David Iwaasa, Steven Seller, as well as Terumi Kuwada who has retired.

**Roll Call:**

**National Executive Board Members**

President	Ken Noma
Past President	Terumi Kuwada
Vice President	Lillian Nakamura Maguire
Treasurer	Takashi Ohki
Secretary	Bev Ohashi
Directors	David Iwaasa Kevin Okabe Steven Seller

**Motion to accept the agenda**

Moved by: Lillian Nakamura Maguire

Seconded by: Terumi Kuwada Carried

**Motion to accept the teleconference minutes of June 20, 2012**

Moved by: Terumi Kuwada

Seconded by: Takashi Ohki Carried

**1. NEB Reports**

**1.1 President's Report by Ken Noma**

- \$20,000 by Toronto Chapter given to The Bulletin where 8 pages dedicated to eastern NAJC news; articles from other membership organizations are welcomed and will be subject to editing regarding space by Ken, who will forward these articles to the Bulletin; deadline to forward to Ken is the 3<sup>rd</sup> Thursday of each month
- members of the Toronto Chapter will be receiving The Bulletin
- attended the Assembly of First Nations Convention held in Toronto this past July; other 500 chiefs were in attendance; some of the highlights from the convention can perhaps be incorporated in Toronto 2013 AGM

- as a result of the letter sent by Former President Art Miki to Christy Clarke concerning the hasty nature of the BC government's internment motion to JCs, Art was able to speak with the Minister of Advanced Education, Naomi Yamamoto by telephone on August 15<sup>th</sup>; a letter of concern was also sent by NAJC NEB about this situation
- AGM 2013 in Toronto is moving forward where it is will be held at the Ontario Institute in Education (OISE) and rooms at the Holiday Inn on Bloor Street; will be hiring a publicity organizer to promote the AGM

## 1.2 Past President's Report by Terumi Kuwada

- on-going involvement with the Muslim Community continues to support their activities
- on-going support to Tomoko K. as an administrative coordinator who has done an excellent job to manage the day-to-day activities of office procedures and financial involvement; operational protocols in a manual are needed to establish consistent practices
- operational protocols in a manual are needed to establish consistent practices

**ACTION:** Terumi will discuss further with Tomoko to establish a plan to undertake this project.

## 1.3 Treasurer's Report by Takashi Ohki

- received from Tim Cattani an invoice of his services about \$5,040 where his role has now been terminated at the end of the 2011-12 fiscal year
- Les Miyazawa, an external auditor, will be coming to the AGM to make a presentation of the auditor's report
- the Finance Committee was established in 2008 to support the treasurer along with the existing Audit Committee: 1) Ad Hoc Finance Committee of 4 selected members in Calgary to recommend investments strategies; 2) Audit Committee of 3 members appointed by the treasurer and approved by membership at the AGM to provide internal advice
- 2011-12 fiscal year budget with actual revenue and expenditures was distributed
- based on the recommendations by the NAJC Finance Committee, the NEB decided to adopt a set of new financial procedures for the NAJC budget for the year ending March 31, 2014: 3 new procedures were presented
- in the 2011-12 fiscal year, a budget for National Development Fund was reduced to cover a deficit in the Operating Fund; as a result, the NAJC budget had a small loss of the \$3,665

**ACTION:** for membership to understand the budget, a summary graphical report that highlights the detailed budget will make it easier for them to focus on the critical issues; summary report should be sent to membership before the AGM

- 1.4 Secretary's Report by Bev Ohashi
- 2012 AGM will be recorded by Tomoko Kehler-Yokobori; minutes will reflect that DST workshop and Financial workshop were both offered on the Friday, September 14<sup>th</sup>; recommendations will be recorded from the discussion groups; summary report will be completed for each workshop offered on Sunday morning

## 2. Committee Reports

- 2.1 Community Development Report by Bev Ohashi
- summary reports are being completed for 7 of the 8 projects supported by the NAJC Community Development Committee where \$2,000 was given for local initiatives; reports will be compiled into a booklet for distribution at the AGM to each chapter including the NAJC Office, and NEB members will receive an electronic file
  - co-chairs, Lisa Schoenhofer (Ottawa) and Lindsay Tsuji (Toronto) are planning the "Leaders for Tomorrow" 3 hour session on Sat. Sept. 15<sup>th</sup>
  - 8 to 10 Young Adults will be participating in this session that will focus on leadership, identity of JC young adults, and current issues they face as well as establishing a planning committee for 2013 AGM in Toronto

**ACTION:** inform member organization that subsidy of \$250 is available for a young adult delegate to attend the 2012 Kamloops AGM; this will be offered to 4 organizations on a first come first serve basis

- 2.2 Constitution and Bylaw Report by Steven Seller
- nil report

- 2.3 Human Rights Report by Lillian Nakamura Maguire
- a letter was sent on August 6, 2012 to the editor of Sun Media for theracism expressed in the July 5 & 6, 2012 articles published by Sun Media Corporation regarding the circumstances around the resignation of former International Cooperation Minister, Bev Oda
  - 3 members are currently registered for the DST workshop; Thursday night accommodations and per diem for 1 day are being covered by NEB; promotion for local chapters and associations to record their stories through DST
  - a letter was sent on May 25, 2012 re: the BC government apology made in the legislature to Japanese Canadians to Minister Naomi Yamamoto, BC Minister of Advanced Education; see copy of letter on [www.najc.ca](http://www.najc.ca)
  - expenditures for 2012/13 Human Rights Committee was reviewed to support conference calls, DST, and participation at human rights conferences, etc.

#### 2.4 Heritage Committee Report by Ken Noma

- Heritage tour (\$4,500 per person) has 14 people participating: Toronto (2), Vancouver (4), Winnipeg (4), Ottawa (2), Calgary (2)

DECISION: Another tour will be organized for the Spring/Summer 2013 to support families who can participate during March break or Summer holidays with additional promotion and feedback from the Fall 2012 tour. Interest will increase as individuals hear about the success of the tour and Chapter organizations learn about the benefits in supporting the tour.

#### 2.5 Membership Committee Report by David Iwaasa

- reviewing the associate membership (\$100), full membership (\$600), individual membership (\$50); question was raised on why the associate membership exist
- associate membership was created to encourage organizations to join the NAJC that do not wish to participate directly with the NAJC but still show their support; but no organizations joined as an associate member until last year where Yukon became the first associate member and recently an application from Regina to also be an associate member
- 11 full memberships and 1 associate membership pending an additional associate membership
- subsidy membership may be an option to support new organizations to become a full member of the NAJC
- emphasis is required about the benefits of joining NAJC such as national networking, information, and resources

12:00 pm LUNCH

12:45 pm Meeting reconvened

#### 2.6 Nominations Committee Report by Terumi Kuwada

- 2 candidates have submitted their application to be nominated for a director position at the 2012 AGM
- Treasurer is still a vacant position that is critical to be filled
- 1 people from BC has been nominated for the Endowment Committee to be presented at the 2012 AGM; there is still 1 vacancy which must be filled before the Spring 2013 cycle

### 3. Kamloops AGM Agenda

- include DVD/Video Showing on Friday, September 14<sup>th</sup> during Hospitality Time
- report from the Young Adults Conference will be given to the large group on Saturday, September 15<sup>th</sup> when the group discussions report back to the large group

- NAJC will have a table to sell books that are available; a set of these books will also be given to each new organization that joins NAJC; copies should also be given to each young adult delegate/participant coming to the 2012 AGM

- name tag will have a colour dot that will designate them to a specific group: separate people from the same organization/location to different groups

- facilitators are:

- |                                   |                          |
|-----------------------------------|--------------------------|
| 1. Communications Session:        | Joanne Planadin          |
| 2. National and Community Issues: | Kevin Okabe              |
| 3. JC Identity and History:       | Takashi Ohki             |
| 4. NAJC Membership:               | Lillian Nakamura Maguire |

- each facilitator will ask a person from their group to record and present

- notes will be posted on flipchart paper

**ACTION:** establish a donations list where donors for the silent auction will be recognized in the minutes as well as Ken Noma sending them a letter thanking them for their donation

**ACTION:** develop a summary report form will be given to each facilitator for the discussion groups to complete; report will also list the names of the people participating in the group discussion

**ACTION:** create a feedback form in their welcome package to be returned at the end of the conference; also an electronic copy can also be sent to each recipient

#### **4. Emergency Relief Protocol**

- with the recent earthquake disaster in Japan, it was evident to have a national emergency relief protocol to support local chapters and associations
- protocol should also identify a list of agencies that NAJC endorses
- if a donor wanted a charitable receipt, it had to be made to a specific organization like the Red Cross
- clarify the communication protocol involving the media

**ACTION:** Ken Okabe will prepare a draft emergency relief protocol for NEB to review.

#### **5. Redress Anniversary Programs**

- use 25<sup>th</sup> Anniversary to increase fund-raising
- tax receipts can be given by Hastings Park Foundation towards non political events such as social event or young adults conference

#### **6. Sustaining Fund**

- fund-raising strategies need to be established to increase sustaining fund

**ACTION:** Reactivate a national committee to review the sustaining fund.

**7. First Nations Paper by Steven Seller**

- current NAJC bylaws Sec. 21.6.6. on Human Rights are broad to be able to address the plight of First Nations; also the bylaw portion for the Human Rights Committee does identify and address “aboriginal rights” as a social justice issue
- Ken Noma will follow up with the Chief of First Nations to offer support and developing a partnership
- the 25<sup>th</sup> Redress is an opportunity to make a formal link with the First Nations at the 2013 AGM
- important to start somewhere and with Linda Gadwa coming as a luncheon speaker at the Kamloops AGM may lead to other ways to work together

**8. Unfinished Business**

- a) Signing authorities: Lucy Yamashita is currently a signing officer for VISA, bank accounts, phone accounts as a backup (current signators are Lucy, Terumi, Ken, and Takashi); Lucy, Takashi, and Terumi are no longer in any formal capacity

DECISION: Lucy Yamashita and Takashi Ohki will no longer be signing officers but Terumi Kuwada will remain as a backup.

**Motion to accept Tomoko’s status change from contract to permanent employee as of September 1<sup>st</sup>, 2012**

Moved by: Lillian Nakamura Maguire

Seconded by: Terumi Kuwada

Carried

Upon acceptance by Tomoko to become a permanent employee, she will be added as a signing officer.

b) Anderson Files/NAJC Files/UBC Files:

- an ad hoc committee will be formed to address the NAJC Files and then the documentation of other files

**Sunday, August 25, 2012 (8:30 am.)**

**9. Budget by Takashi Ohki**

- reviewed the NAJC Budget for the 2013-14 Fiscal Year with an expenditures sub-total of \$98,200
- total investment income is \$154,000 for 2013-14 while total investment income of 2012-13 was \$120,000 based on a new formula
- National Development Projects will be allocated \$34,300 to support Community Development, Human Rights, and Heritage Committees

**Motion to accept the amended 2013-14 Budget**

Moved by: Lillian Nakamura Maguire

Seconded by: Kevin Okabe

Carried

**10. New Business**

- for the 2013 Toronto AGM, an invited speaker could be a rep from the Canadian Red Cross whose responsibility was to disseminate funds to the Japan earthquake relief program

**11. Next NEB Meeting: October 13-14, 2012 in Toronto**

**12. Adjournment**

**Motion to adjourn NEB Meeting 9:50 am**

Moved by: Terumi Kuwada

Seconded by: Steve Seller

Carried