



National Association of Japanese Canadians

**National Executive Board Meeting Minutes
August 24 and 25, 2013
Winnipeg, MB
NAJC Office**

Saturday, August 24: 9:20 AM to 4:00 PM
Sunday, August 25: 9:00 AM to 11:30 AM

Meeting called to order by Ken at 9:20 AM August 24, 2013.

Roll Call:

National Executive Board Members

President	Ken Noma
Vice President	Lillian Nakamura Maguire
Secretary	Bev Ohashi
Directors	Kevin Okabe Lisa Schoenhofer (regrets) Valerie Hoshizaki Nordin
National Administrator	Glenna Carlson
Recorders	Glenna Carlson (August 24) Terumi Kuwada (August 25)

MOTIONS FROM AUGUST 24 & 25, 2013 NEB MEETING

Motion #1 To accept the August 24 & 25, 2013 NEB Agenda

Moved by: Bev
Seconded by: Lillian Carried

Motion #2: To accept recommendation of CD Project 2013 Grant applications as per summary sheet submitted with total allocation of \$10,500 for supporting seven projects.

Moved by: Bev
Seconded by: Lillian Carried

MOTION #3: That the National Association of Japanese Canadians accept the nomination of Tosh and Mary Kitagawa for the National Award 2013, by the Greater Vancouver JCCA.

Moved by: Lillian
Seconded by: Bev Carried

MOTION #4: That the Budgets of the Standing Committees for 2014-15 be accepted as submitted.

Moved by: Kevin
Seconded by: Valerie Carried



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MOTION #5: To appoint Kevin Okabe as Interim Treasurer until the end of September 2013.

Moved by: Valerie
Seconded by: Bev Carried

ACTIONS FROM AUGUST 24 & 25, 2013 NEB MEETING

- Action #1:** After NEB meetings minutes are approved, Ken will send a summarized format to John Greenaway for posting on NAJC website, Membership Organization site.
- ACTION #2:** Ken will send out digital copies of 25th Anniversary exhibit panels to NEB and Membership.
- ACTION #3:** Glenna will update the AGM Agenda draft with the changes and submit to Ken and Bev for finalization. Once in a final format, the Agenda will be sent to Glenna for distribution to Membership, Associate Membership and Individuals.
- ACTION #4:** Bev will send "Summary of Issues and Questions from Chapter/Association Reports September 2012" to Membership Organizations.
- ACTION #5:** Ken to insert in swag bags instructions regarding ordering of Manga book. Ken will send a personal letter to Membership Organizations regarding ordering of Manga books.
- ACTION #6:** Valerie will contact brother, Director of Ed, Niagara Falls to investigate potential of use of the Book in schools.
- ACTION #7:** Bev will get a photographer for the banquet. Individuals will be able to buy the frame and photograph together. Bev will coordinate with Kevin for getting frames and Kevin will have them shipped to Toronto. Valerie and Terumi will bring samples of frames with pictures to have on display.
- ACTION #8:** Ken will prepare a one page insert for the Swag Bag of the Nishga Girl story.
- ACTION #9:** Ken to ask Roland for a summary of the Anderson papers.
- ACTION #10:** Ken will set up exhibit of Anderson papers which may include a summary from Roland.
- ACTION #11:** Ken to design a certificate for Membership Organizations indicating their Membership Organization's association with the NAJC. The certificates will be framed and presented at this year's AGM.
- ACTION #12:** Bev will create a Media Release Form.
- ACTION #13:** Terumi to follow up with copyright in general and with regard especially to Brian Mulroney photo
- ACTION #14:** Glenna and Kevin to meet August 26, 2013 about computer back up support, computer support, Outlook search in personal files.



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- ACTION #15:** Glenna and Terumi will contact bank and ask about how to change signatures. New signatories will be Valerie Hoshizaki Nordin and Kevin Okabe who will replace Lucy Yamashita and Takashi Ohki.
- ACTION #16:** Ken will re-engage with UBC officials regarding the Archival Files
- ACTION #17:** Bev will discuss with photographer what his/her experience has been in these situations before, as well as his/her fee.
- ACTION #18:** Terumi and Glenna will have posters for many of these items. Ken will create a poster for the sale of Manga books.
- ACTION #19:** Ken will contact Tosh and Mary to advise them of their Award. Terumi will send them the draft bios for any corrections.
- ACTION #20:** To present idea of a Community Conference at the AGM in September and within the workshops to discuss the viability of changing the format of the AGM's.
- ACTION #21:** Kevin will be talking with Les and Tomoko about the Audit process at this time, as well as reconciling ongoing financial records with Tomoko or others as needed.