



**National Association of Japanese Canadians
National Executive Board
MINUTES
Webex Conference Meeting**

**Monday, March 7, 2016
5 PST, 6 MST, 7 CST, 8 EST**

A. Welcome and Roll Call

Bev Ohashi welcomed, Susanne Tabata to the NEB Webex Meeting.

Roll Call

Bev Ohashi – Chair
Tosh Kitagawa – Vice President
Kevin Okabe - Treasurer
Susan Matsumoto – Secretary
Lillian Nakamura Maguire - Director
Lisa Schoenhofer - Director
Lisa Uyeda - Director
Valerie Hoshizaki Nordin - Director
Susanne Tabata
Ken Noma – Executive Director
Jim Suzuki – National Administrator / Recorder

B. Approval of the Agenda

Moved: Valerie
Seconded: Lisa U

C. Approval of:

1. NEB Minutes of February 8, 2016
Moved: Lillian
Seconded: Kevin

D. Business Arising from the Minutes

Action Item - Charitable Status

- Ken Noma has had discussions with Tapper Cuddy regarding charitable status for the NAJC.
- No update

Action Item – Investigate costs of distributing GVJCCA Bulletin to member organizations

- The cost to distribute 25 copies to 15 member organizations will be \$450 per month.

Action #2: Chairs to review the length of committee service, and report findings by March 1st.

- Further Discussion will take place under by-laws.



Action #3: Chairs of standing committees submit the actions to be completed for 2016-17 and its funding allocation (if applicable).

Action #4: Lisa Schoenhofer will create a template that will combine the strategic plan and the tactical plan.
Complete

Action #5: Bev Ohashi will update the template with the information submitted by the NEB Directors.
Complete

E.2 2016-17 Financial Budget Review and Fund-raising

Allocation of Funds.

- Discussion took place to increase readership of the Bulletin.
- The Advertising budget has a total of \$9,000 but this includes \$3,200 for the Membership Committee. It was pointed out that this is too low as the NAJC pays approximately \$450 per month for articles printed.
- Readership in the Bulletin can help to raise the profile of the NAJC.
- Clarification of National Endowment Fund \$10,000 (One time Project)
- Miscellaneous line is for unbudgeted items.

Action #6: Lisa Schoenhofer to provide breakdown of the Young Leaders Budget request as well as other Committees for the next NEB meeting.

Fund Raising

- Tosh spoke about alternative sources of funding such as approaching trading companies. The NAJC is not known in the larger business community and we need to raise its profile.



1. Main Business:

E.1 Strategic Plan /Tactical Plan Update

- Discussion took place revising the Strategic Plan and Tactical Plan
- From the Strategic Plan/Tactical Plan, the following would be included in the Proposed Fiscal Budget for 2016-17.

| | |
|---|----------|
| Human Rights Committee | \$6,000 |
| Suzuka University Scholarship | \$5,000 |
| Digital Story Telling | \$1,000 |
| Webinars featuring professional In heritage and cultural sectors | \$500 |
| Dissemination of Community Development Funds | \$14,000 |
| Bulletin Magazine to highlight member organizations and to assist finding writers to contribute | \$1,200 |
| Young Leaders | \$15,000 |
| Video of NAJC by Membership Committee | \$1,500 |
| Road Camp Signage Project | \$1,500 |
| Internment 75 th Anniversary projects/commemoration events | \$2,000 |
| Promotion items (eg. pens, pins, bookmarks, etc.) | \$500 |
| Operational Expenses | \$44,000 |
| AGM & Conference | \$30,000 |
| Personnel (ED and NA) | \$60,000 |
| Executive Committee | \$22,000 |
| Future Directions Team | \$11,000 |

Revisions to Strategic Plan/Tactical Plan

Discussion Regarding Tactical Plan

- Action Steps Item 10
- Clarification multicultural events and network – collaborate with ethnocultural groups
- Maintaining relationships within the community, partnerships, community at large - Outreach
- Membership growth – Strategy 3.
- Heritage Committee
 - Roadcamp
 - BC Apology
 - Discussion regarding Gravesites in BC
- Operations Manual for National Administrator
- Canadian Japanese Mennonite Scholarship – Terumi and Valerie.
- Islamic Social Services - Winnipeg - Terumi



E.2 Final Proposed 2016-17 budget

The Budget was revised based on the Strategic Plan, Tactical Plan of the NEB.
The final budget will be presented at the National Council Meeting.

E.3 AGM and National Conference Update

Proposed date Sept 9 – start Friday Morning.
Conference – Saturday September 10
4 workshops
Human rights, young leaders, heritage
Tours – could start on Thursday

E.4 NEB Reports:

E.4.1 President's Report
Nomination's Committee

MOTION: to accept Jane Eddington, and Gary Madsen as members of the
Nominations Committee

Moved: Lillian
Seconded: Valerie
Carried

Future Directions team
Meeting has been postponed to April

Honorary Advisory Council

Purpose, Roles and Responsibilities:

The Honorary Advisory Council of community and business leaders,
philanthropists and communications/ media leaders would assist NAJC in the
following ways:

- Promote the work of NAJC locally and nationally when possible
- Act as advisors to the National Council (NC) and the National Executive Board (NEB)
- Represent NAJC in their provinces or territories when requested
- Keep NC and NEB informed about local trends and issues that might have an impact on NAJC priorities
- Inform NEB of opportunities for funding, recognition or advocacy

E.4.2 Executive Director's Report

Update – Ken will act as chair of CD committee.

Demolition of Roadhouse at Chatham Ontario

Site has been taken off the Heritage Listing

Cost to preserve.

May be appropriate to provide Heritage Marks.

Toronto and Hamilton JC chapters will making a decision.

Memorial, rather than preserve the building.



Community Forums
Will put together recommendations for action.

E.4.3 By-Laws Committee - Lillian

The By-Laws and Resolutions Committee is proposing a number of amendments to the existing bylaws. Some proposed amendments are listed below:

- Powers of Supporting Member Organizations
Recommendations from membership committee.
Membership committee recommends to the supporting members to have the same rights.
- Eligibility related to ancestry.
- No Motions from the floor.
- Terms of Committee members
- Maximum of 4 years (2 terms of 2 years)

E.5 National Council Agenda

There will be 3 motions presented at the National Council meeting.

Community renewal fund
Auditors Report
2016-17 Budget

An Update on the AGM will be presented
Community Renewal Fund

E.6 Website and Hostgator Search Engine
DONNA TO SEND 2 YEAR CONTRACT.

E.7 Revised Form for Member Organizations to complete in the AGM booklet
TABLE TO NEXT MEETING

E.8 Landscape for Injustice Scholarship

E. Other Business:

- F.1 Next NEB Webex Mtg: Tuesday, April 12th
- F.2 NEB Face-to-Face Mtg: May 28 and 29 in Vancouver
- F.3 Webex mtg in August to replace our face-to-face mtg.
- F.4 Next NC Teleconference Mtg date: Tuesday, March 29th
- F.5 Reminder of June 15th deadline for NEB Directions update in The Bulletin and NAJC website (should take another photo of NEB at the May face-to-face to go with the article)



Motion:

Move to accept Terry Watada, Sally Ito, Erica Isomura, and Angela Kruger, as members of the Arts, Culture, and Education Committee

Moved by: Lisa Uyeda

Seconded by: Tosh Kitagawa

Carried

F. Adjournment
Moved: Lisa U.

Time: 9:28 pm