



**National Association of Japanese Canadians  
MINUTES  
National Executive Board  
Vancouver, British Columbia**

**May 28, 2016 9 am to 4 pm  
May 29, 2016 9 am to 12 pm**

- A Welcome and Roll Call  
Meeting Called to order 9:15 am  
Present:  
Ken Noma  
Tosh Kitagawa  
Susanne Tabata  
Lisa Schoenhofer  
Jim Suzuki  
Lisa Uyeda  
Lillian Uyeda  
Bev Ohashi  
Susan Matsumoto  
Valerie Hoshizaki Nordin  
Kevin Okabe
- B Approval of the Agenda  
Motion : Lillian  
Seconded: Tosh  
Carried
- C Approval of the Minutes  
C.1 NEB Minutes of April 12, 2016  
Corrections (Typos):  
Paragraph A. - - Lillian  
Paragraph E6- attendance  
Clarification: Community Forum  
Deadline for recommendations will not be completed during the term.
- Motion: To approve the minutes of April 12, 2016, with the above noted corrections and clarifications.  
Moved: Lisa Uyeda  
Seconded; Valerie Hoshizaki Nordin  
Carried

- C.2 NEB Netconference of April 21, 2016  
(motion to approve 2 Young Leaders)
  - Moved: Lisa S
  - Seconded: Susan M
  - Carried

D Business Arising

D.1 Outstanding Action items from NEB meetings and Strategic Plan

- 4.3 Revise by-laws to keep up with changes in organization  
Done - Lillian
- 4.5 Increase volunteers on Standing Committees  
Done
- 4.6 Revise NAJC Brochure  
Done – brochure – Jim to have revise brochures posted on website.
- 4.9 Establish standard look & feel of all NEB / NAJC forms and  
Applications – in process
- 5.5 Represent NAJC on the Canadian Japanese Mennonite Scholarship  
Cmte.  
to review under membership report
- 5.10 Evaluate and support heritage related needs of the community  
based on the Heritage Survey  
Done
- 6.6 Establish tactical plan for ED position  
Done
- 6.15 Facilitate the establishment of Community Forum meetings  
Done

E Main Business

- E.1 NEB Reports:
  - 1.1 President's Report  
Report Submitted  
Suzuka Scholarship – Applications are now being accepted.  
Language may be a barrier. As the requirements of the  
scholarship is Level 3 Japanese Language

### Endowment Committee Report

A report on the recommendation of the Endowment Fund was presented, with the proposed allocation of funds.

Motion: To accept the recommendations of the Endowment Fund Committee

Moved: Susan

Seconded: Tosh

Carried

Bev Suggested the NEB should try Zoom.us for Web conference meeting. There is a timelimit for free meetings.

### Honorary Advisory Council Committee – Bev Ohashi

Bev reviewed the new Honorary Advisor Council with the Board, and discussed possible appointees for this committee.

- 1.2 Vice President's Report  
Confirmed to have a table for Powell Street Festival  
Must volunteer or sell raffle tickets.  
Each member of the NEB should be responsible for selling 1 book of tickets for \$25.00  
July 30 and July 31.  
Jim to send Banner to Tosh  
Also sell 100 Spam kits  
Book Launch- June 4  
Honouring Our People  
A book is now Available  
"Breaking the Silence" by Randy Enomoto
- 1.3 Treasurer's Report – Kevin Okabe  
The Treasurer's Report was submitted to the NEB.  
Review the Budget for 2017-18  
  
Committee members to submit your budget requests to the NEB, June 17. Jim to send to Kevin.  
June 22 Kevin to send to NEB Projected budget. For 2017-18
- 1.4 Secretary and Chair of Community Development Update  
\$14000 available  
\$2000 per project
- 1.5 Director and Chair of Constitution & Resolution Update  
Report submitted
  - 1.5.1 Terms of Service for committee members  
1 term with Option for a second term

- 1.5.2 Nominations Cmte recommendation  
Members Gary Madsen, Jane Eddington  
Two appointed positions.  
ACE, and Young Leaders  
Additional appointed Fund Raising Director
- 1.6 Director & Chair of Young Leaders Update  
Report Submitted
- 1.7 Director & Chair of Heritage Update  
Report Submitted  
A mockup of Signage was presented at the NEB meeting.
- 1.8 Director & Chair of Membership Update  
Report submitted  
Canadian Mennonite Japanese Scholarship

Motion: Valerie Hoshizaki Nordin has agreed to volunteer as NAJC representative of the Canadian Mennonite Japanese Scholarship for a 3 year term  
Move: Valerie  
Lillian  
Carried

- 1.9 Director & Chair of Arts, Culture, and Education Update  
Committee members,  
Terry  
Sally  
Susanne  
Erica

Susanne attended the Artist Symposium in Toronto.  
In april

Motion to further Investigate charitable status  
Moved: Lisa  
Seconded: Tosh

- E.2 Administration Updates
  - 2.1 Executive Director's Report  
A written report was submitted
    - 2.1.1 Policies and Procedures Manual
    - 2.1.2 Revised Member's Update for AGM booklet
    - 2.1.3 Charitable Status
      - 2.1.3.1 Guest, Jessica Clogg ED of West Coast

Environmental Law

Jessica discussed with the NEB, how West Coast Environmental Law, achieved Charitable Status, and answered question from the NEB.

2.1.4 Human Rights Committee Update

2.1.5 Dr. Gordon Hirabayashi Human Rights Award

Motion to recommend Arthur Hara, for consideration for the Gordon Hirabayashi award.

Moved: Susanne

Seconded Lisa U

Carried

E.3 AGM / National Conference Update

3.1 NEB Meeting –

12:00 pm \_1:40 pm

Participants to have lunch before.

UPDATE on AGM 2016

AGM Takes place on Friday Sept 9<sup>th</sup>.

Sheraton Suites Eau Claire

Meeting to begin at 2:00 pm in the Wildrose North Room

NEB Meeting to take Place 12:00 noon – 2:00 pm

Members to have lunch before meeting.

Conference – All Day Saturday September 10<sup>th</sup>.

8:00 – 9:00 am Registration

9:00 – 10:00 am – Open Plenary in the Wildrose North Room

Workshops 10:15 am – 11:15 am

11:15 am -12:15 pm

1:15 am – 2:15 pm

3:00 pm – 4:30 pm

Concluding remarks 4:30 pm – 5:00 pm

Banquet – 6:00 pm – 11:00 pm

Commemorate JC Volunteers at the WWI

Sunday, Sept 11, 2016

Costs

NAJC Meeting, National Conference, and Commemoration Banquet \$200

NAJC Meeting and National Conference Only \$140

NAJC National Conference Only \$100

Commemoration Banquet Only \$100

NAJC Meeting Only No Charge

- 3.2 Recognition to leaving NEB and Members of Standing Committees  
Constitution  
Endowment fund – 2 vacancies.  
Heritage  
HR –  
Membership  
Young Leaders  
Deadline for June 17  
Directors to inform the National Office by June17

E.4 Contracts

- 4.1 Donna Design Website  
A new contract for Website maintenance was provided to the Board. Members of the neb to have access to “Analytics”

Motion: to accept the new Contract for DNI Design  
Moved: Tosh  
Seconded: Lisa U  
Carried

- 4.2 Connor, Clarke, and Lunn Investment

- 4.3 Runchey, Miyazawa, and Abbott  
Motion to support Runchy Miyazawa and Abbott as Auditors  
Moved: Tosh  
Seconded: Valerie  
Carried

- 4.4 Tapper Cuddy Legal Council

A. New Business

- F.1 2017-18 Projected Budget  
Committee members to submit your budget requests to the NEB, June 17. Jim to send to Kevin.  
June 22 Kevin to send to NEB Projected budget. For 2017-18

B. Other Business

- G.1 NEB webex meetings: Mon. June 27 and Tues. Aug 30

C. Adjournment

**Motion to Adjourn**  
**Moved: Tosh**  
Sunday May 29, 11:46 am