



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

Meeting Type/Purpose: INTERNAL – Zoom Meeting with Membership Committee	
Date: April 25, 2019 3:30 PM PDT	Location: via Zoom

1. Roll Call and Introductions

Attendees:	Kiyoshi Dembo, Chair Vivian Rygnestad Tracey Suzuki Naomi Katsumi Patricia Simpson Kevin Okabe (Executive Director)	Regrets:	
------------	---	----------	--

2. Acceptance of Agenda

Motion 1:	To approve the agenda as presented.		
Moved by:	Vivian Rygnestad	Seconded by:	Naomi Katsumi
Result:	Carried		

3. Acceptance of the Minutes of the Last Membership Meeting

Motion 2:	To approve the minutes of the May 2018 Membership Meeting as presented.		
Moved by:	Vivian Rygnestad	Seconded by:	Tracey Suzuki
Result:	Carried		

- a. Updated membership figures:
- 13 full member organizations
 - 4 supporting member organizations and 1 pending application
 - 56 individual members and 2 pending applications



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

4. Budget

- \$2,000 budget for committee for 2019-2020
- Planning to participate in Powell Street Festival 2019
 - Vivian still has a number of brochures left over from the prior year (200-300 left) and enough Shirts, Banners, and Tablecloths.
 - Consider distributing copies of the brochure at BC Redress consultations.
 - Can send brochures for printing near location where brochures are planned to be distributed (i.e. Staples).
 - Need to order more pens and Eco bags (Tracey Suzuki handled this previously).
- Desire to have a Japanese version of the current brochure (Kiyoshi working on this)
- Budget needs to cover volunteer appreciation gift cards
 - \$10 for committee members
 - \$20 for National Executive Board
 - Need to determine whether these will be distributed again this year or whether another item could be suggested

ACTION: Need to identify detailed budget allocation for 2019-2020. Additional costs will be incurred to distribute brochures, print Japanese version of brochures and participate in events outside of the Powell Street Festival.

5. Membership Promotion

- a. Brochure Distribution
 - Brochure should be reviewed to see if anything needs to be updated.
 - Should we piggy back with the BC Redress Consultations and have the brochures distributed there?
 - Ottawa – can distribute in Asian Heritage Month – Hockey Event and also reach out to immigrants living in Gatineau, who have recently reached out to Ottawa.
 - Winnipeg – May be able to distribute brochures at Folklorama.
 - Hamilton – Community picnic in July, BC Redress May 26
 - Toronto – JCCC Summer Festival
- b. If we do not sell memberships at these various events, perhaps we can try to encourage sign ups on the NAJC E-News Distribution at minimum
- c. ADD DISCUSSION AT 5:15 pm

ACTION: Brochure needs to be reviewed to determine if anything has to be changed (including pictures). Ideal for brochure to be finalized by May 10 so that it can be distributed during Asian Heritage Month events.



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

ACTION: Consider plan to expand promotion to events across Canada, including Redress Consultations. Each membership committee member to identify potential opportunities to display banner, distribute brochures and possibly set up a booth.

ACTION: During promotion, try to encourage signups for the NAJC E-News, possibly by having Ipad available for this purpose during events or having a signup sheet available.

6. Membership Criteria

a. General

- New memberships due by June 30 as membership year is July 1 to June 30.
- Membership criteria currently identified within by-laws
- If any membership criteria changes require by-law changes, then such changes must be proposed for review by the Constitution and Resolutions committee and then by the National Executive Board before being presented for membership approval. May be difficult to implement changes before 2020.

b. Full member organizations

- Currently no real guidance on what organizations qualify to be part of the NAJC
 - For example – is current member Village of New Denver a non-profit organization as defined in the current criteria?
 - An organization just needs to be registered as a not-for-profit and support the NAJC Vision and Mission
- Criteria for becoming full member should be tightened up (as full member organizations eligible for increased voting rights and greater benefits).
 - Should be representative organization in a local area or have a strong connection to the community, and not just special interest group
- Current moratorium on full membership should be reviewed.
 - Hard to justify moratorium if NAJC is trying to be truly representative national body, as there are gaps
 - Finance function in NAJC should try to ensure that there is no negative impact of signing up additional full members
 - Adding member organizations could increase competition for limited grant funds that the NAJC makes available to member organizations

ACTION: Need to seek guidance from NAJC National Executive Board about what type of groups would be considered eligible for full membership. Consider having tighter criteria for full member organizations versus supporting member organizations. Criteria should be more descriptive and objective. Freeze on full memberships should be lifted once criteria firmly established.



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

c. Supporting Member Organizations

- This category of membership could be suitable for more focused, special interest groups who may see benefit in joining the NAJC as a networking or information sharing body. E.g. should the following types of organizations be eligible for NAJC membership? (language schools, martial arts groups, religious groups, etc.)?

ACTION: Need to seek guidance from NAJC National Executive Board about what type of groups would be considered eligible for supporting membership. Consider whether supporting member organizations should have strong ties to the Japanese Canadian community?

d. Individual Members

- Additional individual memberships could dilute organizational memberships, disproportionate weight of individual versus organizational memberships
- Should we tighten up the criteria for individual memberships as well?

ACTION: Need to seek guidance from NAJC National Executive Board about what type of criteria should be identified for individuals applying for membership.

e. Lifetime Memberships

- Financially possible to establish if lifetime amount generated sufficient interest to cover the individual membership fee (e.g. \$500 for seniors, \$1000 for others)
 - Need to ensure tracking of such memberships from year to year
 - May need to change by-laws to accommodate
 - Should lifetime memberships be considered for organizations?
 - Should this category be considered more as an honorary designation
- May need to settle question about individual memberships first before considering the offering of lifetime memberships

7. Membership Form

a. New membership form created for 2019

- Should we create a form specific for renewals?

ACTION: Need to update membership form as dues and memberships need to be submitted 60 days prior to AGM (need to update membership form for 2019 as AGM has been moved forward)

Motion 3:	To approve the 2019 membership form with changes identified above.		
Moved by:	Patricia Simpson	Seconded by:	Tracey Suzuki



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

Result:	Carried
----------------	---------

8. Membership Application

- a. New membership application received from Kelowna organization
- Kelowna does not seem to have been operating for the minimum one year period to be eligible for membership
 - Should we create a form specific for renewals?

ACTION: Need to inform Kelowna that they may not be eligible for membership until they have been in operation for one year.

ACTION: Need to develop more comprehensive membership form for new organizations (versus renewing organizations) in order to assess not-for-profit status of organization and eligibility to join the NAJC.

9. Adjournment

Motion 4:	To adjourn the membership committee meeting at 5:41 PM PDT
Moved by:	Patricia Simpson
Result:	Carried