



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

Meeting Type/Purpose: INTERNAL – Zoom Meeting with National Executive Board	
Date: December 9, 2018	Location: via Zoom

1. Roll Call

NAJC Attendees:	Lorene Oikawa Keiko Miki Les Kojima Eiko Eby Kiyoshi Dembo Alex Miki Bryan Tomlinson Kevin Okabe Karina Uehara	Regrets:	Susanne Tabata Dave Mitsui
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2. Acceptance of Agenda

Motion 1:	To approve the agenda as presented.		
Moved by:	Keiko Miki	Seconded by:	Eiko Eby
Result:	Carried.		

3. Acceptance of the Minutes of the Last NEB Meeting

Motion 2:	To approve the minutes of the November 17-18, 2018 NEB Meeting as amended: - Change date on motion 5 to 2019		
Moved by:	Les Kojima	Seconded by:	Kiyoshi Dembo
Result:	Carried.		



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

4. Review of Agenda: December 11, 2018 NAJC General Meeting via Videoconference
 - a. Roll Call
 - Member organizations need to designate delegate that will speak on behalf of the organization. Only one delegate should be designated per organization.
 - Review protocols for being recognized to speak (raising hand protocol, chat protocol, change screen name to name of delegate)
 - Members should change name when they join (to member organization or individual member name)
 - Check polling function in ZOOM?
 - b. NAJC Participation in COPANI (motion needed)
 - c. Virtualization of 2019 AGM and postponing the hosting of the NAJC AGM and/or Conference in Edmonton until 2020 (motion needed)
 - d. Landscapes of Injustice (motion proposed)
 - e. 2019-2020 Community Development Fund (motion needed)
 - f. NEB Updates
 - BC Redress
 - Human Rights Committee
 - Call for nominations to serve on Committee
 - JC Working Group
 - Nanjing Stand
 - g. Committee Openings
 - Endowment Fund Committee (1 opening)
 - Human Rights Committee (seeking members)
 - Audit Committee (3 openings)
 - Constitution Committee?
 - h. Strategy and Budget Making
 - i. Adjournment

Attachments: December President's Message
LOI Motion Details
BC Redress
Revised Nanjing Statement



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

5. Program Updates

President

a. BC REDRESS	
Status:	<ul style="list-style-type: none"> Received correspondence from the Greater Toronto Chapter of the NAJC dated November 15, 2018 with various questions and requests. Actions identified during November 17-18 Face-to-Face Meeting, with a recap below.
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Lorene to draft update regarding the status of BC Redress and will forward this to the membership by November 25, 2018. 	
<ul style="list-style-type: none"> Kevin will also draft a response to the requests from the Greater Toronto Chapter of the NAJC and attach Lorene's update as part of the reply. 	
<ul style="list-style-type: none"> Lorene will also draft a formal letter requesting an update from the Government. 	<ul style="list-style-type: none"> Recent correspondence from BC Government referring discussions to the Executive Lead of the Creative and Multiculturalism Division.
<ul style="list-style-type: none"> The Redress Advisory Panel will be contacted to organize a new meeting of Redress Advisory Panel. The meeting will need to address: <ul style="list-style-type: none"> Update from Government Review Maryka Omatsu video and identify whether it can be used to support the activities of the Redress Advisory Panel Identify how the Redress Advisory Panel will obtain input or feedback from across Canada 	
<ul style="list-style-type: none"> Update should be provided at the December 11, 2018 NAJC General Meeting 	



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

b. LANDSCAPES OF INJUSTICE	
Status:	<ul style="list-style-type: none"> • Update provided by Lorene Oikawa regarding the activities of the LOI based on the recent meeting. • Received email correspondence from the Landscapes of Injustice project requesting \$30,500 in funding for the development of high school curriculum and teacher training in the form of a motion to be discussed at the next NAJC General Meeting. Questions raised by NEB include: <ul style="list-style-type: none"> ○ Monetary commitment being asked under short timeframe and without context with rest of the budget ○ May need more details to support funding ask (action plan, details about teacher training, overall budget) ○ Could the amount asked be divided over more than one year? Answer – could possibly be split over 2 years? ○ Could this not have been covered under the existing LOI budget?
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • Proposal to be reviewed at the December 9, 2018 NEB meeting prior to presentation at the NAJC General Meeting. 	<ul style="list-style-type: none"> • Recommendation by NEB to table motion so that we can gather further answers and do more research prior to having motion approved.
c. JAPANESE CANADIAN WORKING GROUP – ANGLICAN CHURCH	
Status:	Meeting held on November 21, 2018 between Japanese Canadian Working Group (JCWG) and the NAJC, represented by Lorene Oikawa and Les Kojima (by phone) and updated position document generated.
COMPLETED ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • Lorene and Les will try to meet with the JCWG to clarify the terms of reference relating to this issue 	<p>Meeting held on November 21, 2018 between Japanese Canadian Working Group (JCWG) and the NAJC, represented by Lorene Oikawa and Les Kojima (by phone) and updated position document generated.</p>



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

c. JAPANESE CANADIAN WORKING GROUP – ANGLICAN CHURCH	
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Need to identify next steps for the NAJC and JCWG, including whether to propose NAJC support at next NAJC General Membership Meeting 	<ul style="list-style-type: none"> Some areas of concern were not fully addressed by JCWG, but they seem to be flexible and accommodating Correspondence subsequently received from JCWG to address some of the questions raised during meeting. Kevin Okabe to review correspondence received from JCWG and respond with proposal to simply manage trust funds (and not administration).

Vice President

d. HUMAN RIGHTS COMMITTEE	
Status:	<ul style="list-style-type: none"> Correspondence received via email on December 4, 2018 requesting support for the designation of a National Day of Action Against Hate & Intolerance Currently assessing status of committee.
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Determine whether the NAJC will be a signatory to a letter to the Prime Minister requesting support for the designation of a National Day of Action Against Hate & Intolerance 	<ul style="list-style-type: none"> Keiko Miki initiated follow up with organization to find out more information. The NAJC would like to know what the deadline is to sign up for this and what other organizations have been approached and who has signed on to this.
<ul style="list-style-type: none"> Need to get information about Human Rights Network (who has signed up and where is the membership being recorded?) 	
<ul style="list-style-type: none"> Have the results of the Human Rights survey been compiled? 	

e. NANJING	
Status:	<ul style="list-style-type: none"> Received update from Coalition on November 17, 2018 indicating that no current action contemplated other than continued monitoring for any developments.



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

e. NANJING	
<ul style="list-style-type: none"> • Event being planned for December 11, 2018 of which the Coalition has identified a number of questions. • The Coalition expressed concern over the recent articles appearing in Japanese Canadian publications. • Petition has gone to the Ontario Government. No legislation or private members resolutions have been brought forward to the Federal Government yet. • Keiko met with Judy Hanazawa, Art Miki and Grace Thomson in October to identify potential common ground which could form the basis of a revised NAJC position on the issue. The revised position has been identified as Draft 4. 	
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • A new Draft Position for the NAJC will be drafted by Keiko Miki by November 30, 2018. Once approved by the NEB, the position will be presented at the December 11, 2018 NAJC General Meeting. 	<ul style="list-style-type: none"> • Revise draft to remove reference to Alpha. Preamble about Alpha could be given during meeting. • NEB has agreed to review draft in detail and suggest edits. • Target to have new draft presented during Special NAJC General Meeting in new year.
<ul style="list-style-type: none"> • Need to confirm NAJC position with Coalition and our future role on the Coalition. 	<ul style="list-style-type: none"> • Pending based on finalization of NAJC position on matter.

Other Committees

f. ARTS, CULTURE EDUCATION	
Status:	<ul style="list-style-type: none"> • Next meeting of committee will be held by the end of the year.



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

g. JCYL			
Status:	•		
PENDING ACTIONS			
Actions Identified		Update	
• Action plan for remainder of fiscal year to be developed.		• Draft strategic plan being developed and future (full) JCYL meetings will be held in January.	
• Further discussions will occur regarding the Japan Youth Tour and COPANI.		• COPANI – much interest in this, and national fundraising proposed. How funds are held and disbursed needs to be determined (separate from NAJC or part of NAJC).	
Motion 3:	To approve the appointment of Caitlin Morishita-Miki as a member of the JCYL committee for a two-year term ending December 8, 2020.		
Moved by:	Alex Miki	Seconded by:	Bryan Tomlinson
Result:	Carried		

Alex Miki clarified that she was not related to Caitlin Morishita-Miki.

h. HERITAGE	
Status:	• Deferred

Past President

i. REMEMBRANCE DAY CEREMONY	
Status:	• Deferred
PENDING ACTIONS	
Actions Identified	Update
• April 9, 2020 will be the 100 th anniversary of the inauguration of the War Memorial Cenotaph. Identify if special event to be organized to commemorate anniversary, and whether we can get broader, cross-Canada engagement in such a ceremony. Dave to follow up with committee.	

Executive Director



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

j. COPANI SAN FRANCISCO	
Status:	<ul style="list-style-type: none"> • Kevin Okabe met with members of the Edmonton AGM/Conference organizing committee on November 24, 2018 for 2 hours to discuss planning for the AGM and Conference and COPANI. • Following in-depth discussions on a number of topics, the following conclusions were made: <ul style="list-style-type: none"> ○ Regardless of the decision made by the membership regarding NAJC involvement at COPANI 2019, it is expected that a sizable contingent from Canada will attend. ○ It is unlikely that those attending COPANI would also choose to attend an AGM/Conference in Edmonton in 2019. For member organizations, it would also be cost prohibitive for most organizations to try to fund delegations to both events. ○ It is recommended that the proposed AGM/Conference planned for Edmonton be deferred until 2020, and a virtual AGM be held in 2019 instead. ○ It is also recommended that no conference be held in 2019, in order to facilitate full participation in COPANI.
COMPLETED ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • Kevin will meet with members of the Edmonton Organizing Committee November 24, 2018 	<ul style="list-style-type: none"> • Recommendation that Edmonton host the 2020 AGM and/or Conference, with a timing to be determined at a future date (probably fall 2020)
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • Proposal to be forwarded to the NAJC's Membership for review, and a decision will be made at the December 11, 2018 General Meeting. 	
<ul style="list-style-type: none"> • If the proposed motion to participate in COPANI is not carried, then an alternate plan to send 1-2 official representatives from the NAJC to COPANI will be proposed. 	
<ul style="list-style-type: none"> • Canada has been asked to consider hosting COPANI in 2023, after Paraguay in 2021. A decision on this may be needed by COPANI 2019 	



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

6. Fund Administration Updates

President

a. ENDOWMENT FUNDS	
Status	<ul style="list-style-type: none"> • Need to identify one more volunteer to serve on Endowment Fund Committee.
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • Determine whether committee recruitment template should be developed to consider why a person is applying for a role, why they would be a good fit for a role, what would they bring to the role, etc. 	
<ul style="list-style-type: none"> • Need to recruit for one more open position. 	
<ul style="list-style-type: none"> • Ensure availability of funds and applications promoted and deadlines identified. 	
<ul style="list-style-type: none"> • Should a follow up article be published about grant awards made, recipients? 	

Secretary

b. COMMUNITY DEVELOPMENT FUND	
Status:	<ul style="list-style-type: none"> •
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • Confirm whether grant awards will be provided for 2019-2020 to COPANI following the NAJC General Meeting. Determine whether grants will be provided to all eligible applicants (on a pro-rata basis) or will some member organizations not receive funding on the basis that they were funded in 2018-2019. 	
<ul style="list-style-type: none"> • Will a committee be re-established to consider applications, or should this be something that could be transferred to the Endowment Funds Committee? 	



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

Past-President

c. COMMUNITY RENEWAL FUND	
Status:	•
PENDING ACTIONS	
Actions Identified	Update
• Confirm remaining funds available and future deadlines.	
• Should recipients be profiled as part of a press release?	
• Questions raised by some recipient regarding use of funds. May need to issue clarification regarding the appropriate use of funds.	

7. Administrative Updates

Treasurer

a. 2018 AUDITED FINANCIALS	
Action:	<ul style="list-style-type: none"> • Kevin currently reconciling the figures – extra time required due to new mapping to Quickbooks. • May not be available by December 11 General Meeting because of some reclassifications required. Still aiming to release before December 31 so that they can be formally passed by the NAJC membership at the General Meeting in March.
b. 2018-2019 FINANCIAL UPDATE	
Action:	<ul style="list-style-type: none"> • Kevin to provide investment analysis • Lorene has completed the signing authority update but Les still requires his identity documents verified by Connor Clark & Lunn based on instructions received. Les will go to the Vancouver office in January. • After the identity documents have been verified, Kevin will review the process to add a second signing authority to authorize transactions.
c. AUDIT COMMITTEE	
Status:	•
PENDING ACTIONS	
Actions Identified	Update



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

<ul style="list-style-type: none"> Audit Committee of 3 individuals needs to be established per our By-laws. Call for nominations to be circulated and committee to be appointed. 	<p>Expect to issue call during December 11, 2018 General Meeting. Need to provide description of work of committee.</p>
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Other Areas

d. MEMBERSHIP COMMITTEE	
Status:	<ul style="list-style-type: none"> One new membership application received in November 2018. Membership statistics are as follows (193 total votes): <ul style="list-style-type: none"> 13 Full Organizational Members x 10 votes = 130 votes 4 Supporting Organizational Members x 2 votes = 8 votes 55 Individual Members x 1 vote = 55 votes
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Need to constitute membership committee (Patti Simpson interested in joining) 	<ul style="list-style-type: none"> Need to confirm volunteer committee membership and develop form
<ul style="list-style-type: none"> The new Membership Committee should consider criteria under which individual memberships are granted 	
<ul style="list-style-type: none"> The new Membership Committee should evaluate whether full organizational memberships should be considered again, and whether New Denver could qualify as a full member organization. 	
<ul style="list-style-type: none"> The Membership Committee should consider the Executive Director's recommendations regarding lifetime membership. 	

Motion 4:	To approve the appointment of Kiyoshi Dembo as chair of the Membership Committee.		
Moved by:	Eiko Eby	Seconded by:	Keiko Miki
Result:	Carried		

Motion 5:	To approve the appointment of Bryan Tomlinson as chair of the Constitutions and Resolutions Committee.		
Moved by:	Les Kojima	Seconded by:	Alex Miki
Result:	Carried		



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

e. CONSTITUTION AND RESOLUTIONS COMMITTEE	
Status	<ul style="list-style-type: none"> Bill for legal advice received - \$2,830.80 was the cost for the advice received from the lawyer
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Need for review of recommendations from Nominations Committee regarding clarifications needed to the Bylaws. 	
<ul style="list-style-type: none"> Motion 10 fallout and recommendations from legal counsel to be referred to Constitution and Resolutions Committee for review as it is clear that the Bylaws need to be strengthened to allow the organization to take appropriate action in cases where members are working against the interests of the organization. 	
<ul style="list-style-type: none"> The process by which AGM motions are vetted prior to being presented to the membership also needs to be strengthened, and procedures should be identified to control what can get distributed during the AGM. 	
<ul style="list-style-type: none"> Process of appointing the JCYL elected chair should be reviewed by the Constitution and By-laws Committee. 	
<ul style="list-style-type: none"> Identify whether provisions should be inserted to provide guidance on the handling of non-arm's length directors. 	
<ul style="list-style-type: none"> Call for nominations for this committee to be circulated and committee to be appointed. 	<ul style="list-style-type: none"> Expect to issue call during December 11, 2018 General Meeting
<ul style="list-style-type: none"> Consider whether NAJC policies and procedures should fall under the remit of this committee. 	



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

f. COMMUNICATIONS (not committee but function)	
COMPLETED ACTIONS	
Actions Identified	Update
<p>Email</p> <ul style="list-style-type: none"> Email accounts have now been set up for all members of the NAJC Executive. Need to confirm emails for directors at the next NEB Face-to-Face meeting. Suggestions to be considered during meeting: <p>governance@najc.ca (Bryan) membership@najc.ca (Kiyoshi) ace@najc.ca (Susanne) youngleaders@najc.ca (Alex)</p> <ul style="list-style-type: none"> If configuration support is required, Kevin can provide this either remotely or during the next face-to-face meeting of the NEB. 	<p>Accounts have now been set up</p>
<ul style="list-style-type: none"> Produce business cards for NAJC NEB members and staff 	<p>Business cards produced and distributed.</p>
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Need to formalize communication processes for all types of communications and across all communication mediums. Need to develop guidelines for discussing issues amongst the board, issuing statements and the distribution of statements to our membership. The time-sensitivity of the communications should also be considered. Should email communication tags be established to identify priority relating to emails being sent? <ul style="list-style-type: none"> Enews and Website Update Bulletin and Nikkei Voice Submissions Social Media Membership Distribution 	



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

f. COMMUNICATIONS (not committee but function)	
COMPLETED ACTIONS	
Review Terry Watada's role and submissions to Nikkei Voice	
<ul style="list-style-type: none"> • Need to confirm John Greenaway's continuing role and compensation <ul style="list-style-type: none"> - Enews and Website Update - Bulletin submission - Schedule and turnaround time 	<ul style="list-style-type: none"> • Follow up on status of billing, maintain existing role until March 31, 2019. • Need to confirm contract details
<ul style="list-style-type: none"> • Consider adding confidentiality clause to email signature (e.g. Dave's email). 	
<ul style="list-style-type: none"> • Website needs to be updated for meeting minutes (both AGM and NEB). Need to confirm extent of details to be included in the meeting minutes • Need to discuss what version of the NEB meeting minutes should be posted to the members-only section of the NAJC Website. 	

g. NOMINATIONS	
Status	• Deferred
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> • Recommendations from previous Nominations Committee should be reviewed and evaluated, including the provision for secure, electronic voting. 	
<ul style="list-style-type: none"> • Should the Nominations Committee become involved with committee recruitment? 	
<ul style="list-style-type: none"> • Is past president still able to chair this for 2 years? 	



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

8. Future Meeting and Events Calendar

COMPLETED ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Calendar from Nov 1, 2018 to Dec 31, 2019 established (see Appendix 1 below). Confirm date of future general meetings. 	See Appendix 1
PENDING ACTIONS	
Actions Identified	Update
<ul style="list-style-type: none"> Google Calendar is currently being used by staff too, may consider making access to that available to all members of NEB. 	

9. Adjournment at 10:30 pm

Motion 6:	To adjourn the December 9, 2018 NEB Zoom Meeting.
Moved by:	Bryan Tomlinson



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

APPENDIX 1: MEETING, EVENTS AND DEADLINE CALENDAR

PAST EVENTS		
Date	Event	Location
Sep 21, 2018	NAJC Annual General Meeting	Organizer: NAJC - Winnipeg
Sep 22-23, 2018	NAJC National Conference	Organizer: NAJC - Winnipeg
Sep 27, 2018	CRRF Awards of Excellence Dinner	Organizer: CRRF – Winnipeg (Lorene, Keiko, Les, Kevin, Alex attended)
Sep 27, 2018	CRRF General Meeting	Organizer: CRRF – Winnipeg (Kevin attended)
Oct 5, 2018	NEB Meeting	Organizer: NAJC - Zoom Videoconference
Oct 6, 2018	Redress Anniversary Gala Reception	Organizer: Nikkei National Museum – Vancouver (Lorene attended)
Oct 9, 2018	Going Away Dinner – Deputy Consul	Organizer: Consulate of Japan at Calgary – Calgary (Kevin attended)
Oct 10, 2018	Consul General Welcoming Dinner	Organizer: Calgary Japanese Community Association – Calgary (Kevin attended)
Oct 20, 2018	Celebrating Pan-Asian Contemporary Dance Round Table, Reception and Performance	Organizer: Fluid Fest – Calgary (Kevin Attended)
Oct 20, 2018	Kamloops 30th Anniversary Redress Celebration	Organizer: KJCA - Kamloops (Lorene attended)
Oct 26-27, 2018	Meeting with COPANI Organizers and JAACL Officials	Organizer: COPANI - San Francisco (Kevin and Ken Teramura from JCAM attended)
Nov 3, 2018	Learning Event for Non-Profits	Organizer: Calgary Board Development - Calgary (Kevin Attended)
Nov 3, 2018	NEB Meeting	Organizer: NAJC - Zoom Videoconference
Nov 8, 2018	Redress Anniversary Gala Reception	Organizer: Toronto NAJC - Toronto (Keiko and Kiyoshi attended)



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

PAST EVENTS		
Date	Event	Location
Nov 11, 2018	Remembrance Day Ceremony	Organizer: War Memorial Committee - Vancouver (Lorene and Dave attended)
Nov 13, 2018	Welcome Reception in honour of Mr. and Mrs. Takashi Hatori, Consul-General of Japan	Organizer: Tonari Gumi Vancouver (Lorene attended)
Nov 15, 2018	Manga Artist Erica Sakurazawa Reception	Organizer: Consulate of Japan at Calgary - Calgary (Kevin attended)
Nov 17-18, 2018	NEB Meeting Face to Face	Winnipeg (Confirmed)
Nov 22, 2018	Emperor Birthday Reception	Organizer: Consulate of Japan at Calgary - Calgary (Kevin attended)
Dec 9, 2018	NEB Meeting 5:30 PM PST	Zoom Videoconference (need to discuss timing due to stated conflicts)

FUTURE EVENTS		
Date	Event	Location
Dec 11, 2018	NAJC General Meeting	Zoom Videoconference (to be confirmed)
Jan 9, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Feb 13, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Mar 13, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Mar 20, 2019	NAJC General Meeting	Zoom Videoconference (to be confirmed)
Mar 27, 2019	Call for Motions Issued	Motions for AGM need to be provided to the NAJC by this date (150 days before AGM)
Mar 31, 2019	Fiscal Year End	



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

FUTURE EVENTS		
Date	Event	Location
Mar 31, 2019	Endowment Fund Deadline	
April 30, 2019	Community Development Fund Deadline	May change – based on prior years
Apr 10, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
May 8, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
May 26, 2019	Motions Due Notice of bylaw change to be sent to the membership	Motions for AGM need to be provided to the NAJC by this date (90 days before AGM) Bylaw changes sent to the membership 90 days before AGM or Special General Meeting
Jun 1, 2019	Begin Annual Report Compilation	
Jun 12, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Jun 19, 2019	NAJC General Meeting	Zoom Videoconference (to be confirmed)
Jun 25, 2019	Motions Sent to Membership	Motions for AGM need to be provided to the membership by this date (60 days before AGM)
Jul 10, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Aug 14, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Aug 24, 2019	NAJC Annual General Meeting	Zoom Videoconference (to be confirmed)
Sep 11, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Sep 19-22, 2019	COPANI Conference	Bi-Annual COPANI Conference, San Francisco, USA (May hold NAJC event during weekend too)
Oct 9, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Nov 13, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)
Dec 11, 2019	NEB Meeting	Zoom Videoconference (need to discuss timing)



NATIONAL ASSOCIATION OF JAPANESE CANADIANS

MEETING MINUTES

FUTURE EVENTS		
Date	Event	Location
Dec 18, 2019	NAJC General Meeting	Zoom Videoconference (to be confirmed)
Jan 8, 2020	NEB Meeting	Zoom Videoconference (need to discuss timing)
Feb 12, 2020	NEB Meeting	Zoom Videoconference (need to discuss timing)
Mar 11, 2020	NEB Meeting	Zoom Videoconference (need to discuss timing)
Mar 18, 2020	NAJC General Meeting	Zoom Videoconference (to be confirmed)
Apr 9, 2020	100 th anniversary of the inauguration of the War Memorial Cenotaph	Identify if special event to be organized to commemorate anniversary