Indigenous Tourism Association of Canada (ITAC)
Board of Directors Meeting

Friday, January 18th – Wednesday, January 23rd, 2019
Marriott Victoria Inner Harbour
728 Humboldt Street
Victoria, B.C. V8W 3Z5

Approved Minutes

In Attendance
Darrel Bernard NS Representative
Brady Smith BC Representative
Kelly Fiddler SK Representative
Brenda Holder AB Representative
Marilyn Jensen YK Representative
Tara Saunders NFLD Representative
Jason Picard QC Representative
Kylik Kisoun-Taylor NWT Representative
Dave Daley MB Representative
Patricia Dunnett NB Representative

On Conference Call
Kataisee Attagutsiak NU Representative
Kevin Eshkawkogan ON Representative
Doreen Sark PEI Representative

Staff Members in Attendance
Dene Sinclair Director of Marketing
Cecilia Point Director of Finance and Administration
Joe Hidayat Finance Manager
Sherry Daniels Executive Assistant
Keith Henry Chief Executive Officer
Malcolm MacPherson Legal Advisor
Teresa Ryder Director of Product Development
Melanie Bingham Project Coordinator
Charlie Sark Indigenous Tourism Strategist
Sebastien Desnoyers-Picard Sales and Marketing Manager
Scott Roberts Travel and Events Coordinator

Friday, January 18th
Board and Senior Team members travel to Victoria and staying at the Marriott Victoria Inner Harbour.

Executive Committee Meeting 6:00 PM – 9:00 PM  Executive Board Room

Saturday, January 19th

Breakfast 8:00 AM  Executive Board Room

Meeting begins 8:30 AM

1. Welcome and Opening Comments  8:30 AM
2. Review and Approve Agenda  8:35 AM

Motion 2019-01-19 – 01 to accept the agenda as presented.
Moved by Dave Daley
Seconded by Brady Smith
Motion carried.

Motion 2019-01-19 – 02 to approve the minutes of September 25th - 27th as presented.
Moved by Brady Smith
Seconded by Patricia Dunnett
Motion carried.

Motion 2019-01-19 – 03 to approve the minutes of October 28th with amendments.
Moved by Dave Daley
Seconded by Kylik Kisoun Taylor
Motion carried.

Motion 2019-01-19 – 04 to approve the minutes of November 1st as presented.
Moved by Dave Daley
Seconded by Brady Smith
Motion carried.

4. ITAC Operational Update  9:00 AM
   a. ITAC Finance

Motion 2019-01-19 – 05 to approve the ITAC financials as presented.
Moved by Brady Smith  
Seconded by Dave Daley  
Motion Carried.

i. December 2018 – Month 9 of 12 
ii. Proposed ITAC Travel Policy 

b. Governance 
c. Marketing Updates 
d. Product Development Updates

Motion 2019-01-19 – 06 to approve ITAC Operational Update as presented. 
Moved by Kylik Kisoun Taylor  
Seconded by Patricia Dunnet  
Motion Carried.

Break 10:30 AM

Action Item #1 – For ITAC Executive Team to review and make recommendations to the ITAC Travel Policy for January 20, 2019

e. Provincial and Territorial Updates 
  i. British Columbia  
  ii. Alberta  
  iii. Saskatchewan 
  iv. Manitoba 
  v. Ontario 
  vi. Quebec 
  vii. Nova Scotia 
  viii. PEI  
  ix. New Brunswick 
  x. Newfoundland  
  xi. Labrador 
  xii. Northwest Territories  
  xiii. Nunavut

Motion 2019-01-19 – 07 to approve the MOU as presented between the Alberta Ministry of Culture and Tourism, Indigenous Tourism Alberta and Indigenous Tourism Association of Canada.  
Moved by Marilyn Jensen  
Seconded by Dave Daley  
Motion Carried.

Action Item #2 – ITAC Director of Product Development to follow up with Saskatchewan Board Representative on creating a Saskatchewan strategy.

QC Update - Acknowledgment from ITAC to Steve at Sagamite for the loss of his restaurant and hopes they will bounce back soon.

Motion 2019-01-19 – 08 to approve the MOU between HNL and ITAC. 
Moved by Tara Saunders  
Seconded by Kylik Kisoun Taylor  
Motion Carried
Action Item #3 – Schedule a conference call between HNL and ITAC representatives.

Lunch (Provided) Noon

5. International Indigenous Tourism Conference 2019 1:00 PM
   a. Terms of Reference Review
   b. Proposed Budget

Motion 2019-01-19 – 09 to approve the 2018 IITC Final Report as presented.
Moved by Jason Picard
Seconded by Tara Saunders
Motion Carried.

6. ITAC 3rd Annual General Meeting 1:45 PM
   a. Draft Minutes Review

Break 2:30 PM

7. ITAC 2019-2024 Investment Strategy Review 2:45 PM

Adjourn 4:00 PM

Sunday, January 20th

In Attendance
Darrel Bernard NS Representative
Brady Smith BC Representative
Kelly Fiddler SK Representative
Brenda Holder AB Representative
Marilyn Jensen YK Representative
Tara Saunders NFLD Representative
Jason Picard QC Representative
Kylik Kisoun-Taylor NWT Representative
Dave Daley MB Representative
Patricia Dunnett NB Representative

On Conference Call

Regrets
Kataisee Attagutsiak NU Representative
Kevin Eshkawkogan ON Representative
Doreen Sark PEI Representative
Staff Members in Attendance
Dene Sinclair Director of Marketing
Cecilia Point Director of Finance
Joe Hidayat Finance Manager
Sherry Daniels Executive Assistant
Keith Henry Chief Executive Officer
Malcolm MacPherson Legal Advisor
Teresa Ryder Director of Product Development
Melanie Bingham Project Coordinator
Charlie Sark Indigenous Tourism Strategist
Sebastien Deysnors-Picard Sales and Marketing Manager
Scott Roberts Travel and Events Coordinator

Breakfast 8:00 AM

Motion 2019-01-20 – 10 to accept Marilyn Jensen as the Secretary.
Moved by Kylik Kisoun Taylor
Seconded by Patricia Dunnet
Motion Carried.

Motion 2019-01-20 – 11 to accept the ITAC Travel Policy as presented.
Moved by Brady Smith
Seconded by Dave Daley
Motion Carried.

8. Proposed ITAC 2019-2020 Operational Plan 8:30 AM
   a. Leadership Key Performance Indicators
   b. Partnership Key Performance Indicators
   c. Development Key Performance Indicators
   d. Marketing Key Performance Indicators
   e. Proposed 2019-2020 Budget

Action Item #4 – Director of Marketing to create a document that informs members how to be visible on ITAC social media channels

Motion 2019-01-20 – 12 to approve the 2019-2020 Key Performance Indicators and proposed baseline budget.
Moved by Brady Smith
Seconded by Tara Saunders
Motion Carried.

Break 10:45 AM
8. Continued …

Lunch (Provided) Noon

9. Provincial/Territorial Alignment Meeting December 13th Review 1:00 PM

10. Indigenous Travel Packages 1:45 PM
    a. Meridian System Update

    Break 2:30 PM

11. Other 3:00 PM
    a. Canada China Year of Tourism Proposal Update
    b. Conference Board of Canada Research Project
    c. Indigenous Tourism BC MOU FINAL DRAFT

Motion 2019-01-20 – 13 to approve the ITBC and ITAC MOU Final Draft
Moved by Brady Smith
Seconded by Jason Picard
Motion Carried.

    d. ITAC Haico Project

12. Adjournment 4:00 PM

Motion 2019-01-20 – 14 to move in camera
Moved by Kyilik Kisoun Taylor
Seconded by Tara Saunders
Motion Carried.

Motion 2019-01-20 – 15 to approve Renewal of CEO’s contract as stands.
Moved by Kyilik Kisoun Taylor
Seconded by Patricia Dunnet
Motion Carried.

Motion 2019-01-20 – 16 to approve Malcolm MacPherson to provide memo on options for CEO Incentive/Contingency
Moved by Marilyn Jensen
Seconded by Tara Saunders
Motion Carried.

Motion 2019-01-20 – 17 to Adjourn meeting.
Moved by Jason Picard
Motion Carried.
Approved by: ITAC Chairperson
            ITAC Secretary

Dated: May 2nd, 2019