



**INDIGENOUS**  
TOURISM ASSOCIATION OF CANADA

ASSOCIATION TOURISTIQUE  
**AUTOCHTONE**  
DU CANADA

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

Video conference

June 10<sup>th</sup>, 2020

### Approved Minutes

#### **In Attendance:**

Brenda Holder, Chair  
Marilyn Jensen, Vice-chair  
Kevin Eshkawkogan, Treasurer  
Tara Saunders, Secretary  
Frank Antoine, BC Director  
Kelly Fiddler, SK Director  
David Daley, MB Director  
Joe Bailey, NT Director  
Charlie Sark, Proxy for PE Director  
Patricia Dunnett, NB Director  
Darrell Bernard, NS Director

Malcolm MacPherson, Legal Advisor for ITAC

**Motion 2020-06-10 – 1 *To call the meeting to order and waive the 1 day notice needed to call a meeting of the Board of Directors.***

**Moved by Kevin Eshkawkogan**

**Seconded by Patricia Dunnett**

**All in favor**

**Motion carried**

- Brady Smith joined a portion of the meeting to provide current financial information before a board decision could be made

**Motion 2020-06-10 – 2 *To approve the following:***

*· Keith Henry to transition to Employee status and approve the increase effective October 1st.*

*o increase to include the following:*

*\$250,000 Employee Salary*



**INDIGENOUS**  
TOURISM ASSOCIATION OF CANADA

ASSOCIATION TOURISTIQUE  
**AUTOCHTONE**  
DU CANADA

*\$25,000 in Annual Taxable benefits (paid monthly) – Vehicle Allowance, Professional Development, Accommodation, Medical, Dental and additional Health Benefits*

*Total Package: \$275,000*

*o Offer is for a indeterminate time frame and dependent on funding and "Immediate Deliverables" as conditions; the proposed offer aligns with an updated Chemistry report; and all conditions and today's decision will be approved by the board in its entirety before moving forward.*

### *1. Immediate Deliverables*

*These items to be completed by September 15th;*

*· Performance Evaluation - (BOD)*

*o To cover the period from the last evaluation (2016/17 fiscal). Process implemented with the entire BOD (not just the Chair) involved in the evaluation.*

*o Create a geographically balanced task force made up of 5-6 Directors to develop and implement the process.*

*o P/T representatives and staff to be included in the evaluation process.*

*o Results/Recommendations to be approved by the whole BOD*

*· Development of Draft Succession Plan for Board review to have on file - (STAFF/BOD)*

*· Secure \$50 M in funds for the "Path Forward" plan. Approved Funds with contracts in place - (STAFF/BOD)*

*· Coordinate the update of the following Chemistry Reports (2018 reports attached) - (STAFF/BOD)*

*o Canada HR Review with Appendix B & C*

*o Canada CEO Compensation with inclusion of other National Indigenous organizations (i.e. NACCA, CCAB, CANDO, etc.). We can't just use 4 examples from BC. It needs to be comparable to National organizations.*

*· Begin implementation of Chemistry Recommendations immediately (STAFF/BOD)*

*· Develop exit Interview process. (STAFF/BOD)*

### *2. Future Deliverables (Present to 2024)*



**INDIGENOUS**  
TOURISM ASSOCIATION OF CANADA

ASSOCIATION TOURISTIQUE  
**AUTOCHTONE**  
DU CANADA

- *Develop 360-degree annual evaluation process of President + CEO to be inclusive of BOD, staff, and P/T Organizations input.*
- *Develop exit Interview process.*
- *To qualify annual results versus the forecasted. Deliverables to be based on:*
  - o *Financial sustainability of ITAC*
  - o *Secured Federal Funding for each year*
  - o *Balanced budget*
  - o *Finalized Annual Audit and Annual Report showcasing a Satisfied Audit review*
  - o *Partnership and Leadership*
  - o *Maintain and grow National Indigenous Tourism Partnerships*
  - o *Maintain and grow Provincial and Territorial Associations*
  - o *Support each P/T with resources (financial, staff, and program support*
- *Develop an ITAC Admin ratio acceptable to the BOD (closer to 15% or agreed upon industry norms).*
- *Develop an ITAC 5-year Sustainability Business Strategy.*
- *Includes a 5% Annual increase up to the 2024 fiscal year.*

**Moved by Kevin Eshkawkogan**  
**Seconded by Patricia Dunnett**  
**All in Favor**  
**Motion Carried**

**Motion 2020-06-10 – 3 To adjourn meeting**  
**Moved by Kevin Eshkawkogan**  
**Seconded by Patricia Dunnett**  
**Motion Carried**

Approved by:           ITAC Chairperson  
                              ITAC Secretary

Dated:                    July 10th, 2020