



May 9, 2014

Draft Minutes of the Canadian Spice Association (CSA) Annual General Meeting held at The Toronto Hyatt Regency.

In attendance:

Frank Dobson	Acana Mercantile Ltd.
Gaspare Colletti	Les Aliments Cell Foods Inc.
Frank Steduto	First Spice Mixing Company
Denise Snow	First Spice Mixing Company
Donna Nicholson	Griffith Laboratories
Chris Savage	Griffith Laboratories
Helen Levin	Griffith Laboratories
Wendy Burggraf	Halford-Lewis Ltd
Linda Iorio	Halford-Lewis Ltd.
Lisa Gay	Hela Spice Canada
Ranjani Munasinghe	Kurundu Ltd.
Doris Valade	Malabar Super Spice Company
Tiina Henkusens	McCormick Canada
Nancy Post	NP Tech Enterprises
Robert LeGuillou	Sensient Dehydrated Flavors Canada
Stephen Zener	Spice (Canada) Inc.
Al Frittenburg	The Ingredient Company
Francine St-Pierre	The Ingredient Company
Karen Bright	Werner Phillips Int'l Corp.



CANADIAN SPICE ASSOCIATION

1. Welcome and Call to Order

Tiina Henkusens welcomed all CSA members present to the 73rd Annual General Meeting. She noted that a quorum was present and called the meeting to order, as duly constituted. Tiina began the meeting by asking all members present to introduce themselves. She then thanked the Convention Committee for their hard work at putting the meeting together (Francine St-Pierre, Steve Zener and Wayne Farrell). She remarked that the CSA has provided leadership in the Canadian Spice business this past year. She emphasized the work being done with respect to the Safe Food for Canadians Act, Codex and IOSTA. The CSA will continue with its efforts in the Canadian regulatory environment. Further noted was the work done in relation to our strategy session, website/logo and by-law amendments.

2. Review of Minutes of the May 2013 Annual Meeting held in Niagara-on-the Lake, Ontario

Tiina asked all members present to review the minutes of the 72nd Annual Meeting. She asked if there were any changes, additions or deletions. None were noted by the members present. A motion to accept the minutes as presented was made by Gaspare Colletti, seconded by Frank Steduto. **All in favour, motion passed.**

3. American Spice Trade Association (ASTA) Presentation

Cheryl Deem unfortunately could not attend this meeting due to travel difficulties. In her absence Gaspare Colletti presented her report. Cheryl provided an update on ASTA's activities over the past year, covering topics including: the FDA Draft Risk Potential – Pathogens and Filth in Spices as well as the Educational activities related to this. A copy of Cheryl's presentation is attached to these minutes.

4. Officer's and Committee Reports

i. Treasurer's Report

Linda Iorio took the group through the current financial situation. She is confident that the current membership fees will cover all anticipated expenditures for the coming year. Despite the extraordinary expenses noted this year (website re-do, logo change and membership plaque distribution) financials remain strong. The report as presented at the meeting is attached to these minutes. A motion to accept the report as presented was made by Doris Valade, seconded by Frank Steduto. **All in favour, motion carried.**



ii. **Website Update**

Nancy Post presented a review of the work done this year. She noted that the website analytics would be of interest to our membership, and would allow us to determine who is surfing the new site. Keeping the website current was discussed, and it was determined that the new Executive Director should be responsible for this. As well, as the new Executive Director assumes control in July, she will be responsible for providing these analytics to our membership on a monthly basis.

iii. **Technical Committee Report**

Donna Nicholson presented the report on behalf of the Technical Committee. Donna presented on a vast number of topics. A copy of her presentation is included as an attachment with these minutes. A motion to accept the report as presented was made by Linda Iorio, seconded by Tiina Henkusens. **All in favour, motion carried.**

5. Slate of Nominees for CSA Director's 2014/15

Gaspere Colletti presented the slate of nominees for Director's in 2014/15. He asked for any additional nominations from the group, and none were received. The slate of nominees is included as an attachment to this report. Frank Steduto then made a motion to accept the slate of nominees as presented, seconded by Karen Bright. **All in favour, motion carried.**

6. By-Law Amendment

Holly Buchanan had proposed an Amendment to Article VI (Nominating Committee) at our November 2013 Directors Meeting. The current Bylaw and the Draft Proposal are included in the attachments to this report. As any Bylaw amendment can only be ratified at our Annual General Meeting, it was presented formally at today's meeting. A motion to accept the amendment as proposed was made by Gaspere Colletti, seconded by Doris Valade. **All in Favour, motion carried.**

7. New Business

Doris Valade proposed that our next Directors Meeting to be held in October should be held in Ottawa. Doris is to contact Frank Masson to appear as a guest speaker. All members present felt this would be an appropriate venue for our meeting.

Today's meeting also included two notable speakers – Paul Valder , President of Allergen Control Group and Anthony diPasquale. Steve Zener and Francine St-Pierre presented our speakers with thank you gifts.

8. Meeting Adjournment

Tiina Henkusens thanked everyone present for a successful meeting, then motioned for the meeting to be adjourned. This was seconded by Steve Zener. **Motion carried unanimously.**