



Canadian Spice Association
Association Canadienne des Épices



May 12, 2017

Below are Minutes of the Canadian Spice Association (CSA) Annual General Meeting held at Kingbridge Center in King City Ontario, May 11th to the 13th 2017.

In attendance:

Francine	St-Pierre	Caldic Canada Inc
Donna	Nicholson	Griffiths Foods
Holly	Buchanan	Buchanan Trading
Wayne	Farrell	Newly Weds Foods
Wendy	Burgraff	Halford-Lewis
Gaspare	Colletti	Les Aliments Cell Foods
Brenda	Mizzan	Malabar Superspice Ltd
Brian	Nickerson	CIC/Quadra Ingredients
Karen	Bright	Werner Phillips Int'l Corp
Andrew	Mansfield	G.S. Dunn
Robert	Le Guillou	Sensient Natural Ingredients
Tiina	Henkusens	McCormick & Company Inc
Cheryl	Deem	American Spice Trade Association
Crista	Grant	Hela Spice Canada
Anthony	Gene	Dr. Oetker
Lisa	Gay	Hela Spice Canada
Pietro	Galluzzo	Malabar Superspice Ltd
Spiro	Raptis	Rosehill Foods

1. Welcome and Call to Order

Donna Nicholson welcomed all CSA members present to the 76th Annual General Meeting. She noted that a quorum was present and called the meeting to order, as duly constituted.



2. Review of Minutes of the May 2016 Annual Meeting held at the Four Points Sheraton in Mississauga, Ontario

Donna asked all members present to review the minutes of the 75th 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 and seconded by Rob LeGuillou. **All in favour, motion passed.**

3. President's Message

Donna described the challenges and changes faced by the CSA during her Presidency. Two major roles have changed (Treasurer and Executive Director), CSA By-Laws have been changed to include a new mission statement, more focus to be placed on our Social Media presence, more focus to be placed moving forward on lobbying the government because of the changing being made to regulations and some restrictions that have been imposed that are too limiting to our member companies. At 30 members, the CSA is financially stable but more focus to be put on adding more member companies. Donna thanked the members for their support and for the opportunity to serve the association in a leadership role.

4. Officer's and Committee Reports

i. Update: Executive Director

Nancy Post was relieved of her duties effective March 31st 2017. The CSA posted the available position in numerous avenues. After the interview process it was decided to hire Bev Tschrihart. Bev will start at the end of August.

ii. Treasurer's Report

Rob Le Guillou took the group through the final numbers for fiscal year 2016. An updated fiscal report will be provided at the next BOD meeting in September. With the increase in compensation to the ED, Rob suggested with increase the membership dues and/or add 5 member companies. A motion to accept the report as presented was made by Holly Buchanan and seconded by Tiina Henkusens. **All in favour, motion carried.**

iii. Technical Committee Report

Tiina Henkusens presented the report on behalf of the Technical Committee. A copy of her presentation is included as an attachment with these minutes. It was decided that the CSA should arrange a speaker from the CFIA. Tiina to coordinate this. A motion to accept the report as presented was made by Gaspare Colletti, seconded by Brian Nickerson. **All in favour, motion carried.**



iv. **By-Law Review**

a) **Update Mission Statement:**

Current: The Mission of the Association is to advance the welfare of the Spice Trade and its commonly associated lines in Canada and to foster and promote a feeling of fellowship and goodwill among its members

Motion to change to: *“The Mission of the Association is to represent the interests of the Canadian spice industry, to speak on behalf of its members and to provide them with relevant information, education and networking opportunities.”*

A motion to accept made by Gaspare Colletti, seconded by Karen Bright. **All in favour, motion carried.**

b) **Update Article VII – Board of Directors – Section 2: Election of Officers:**

Current: The Officers of The Association shall be a President, Vice President, Treasurer and Convention Chair

Motion to Change to: *The Officers of The Association shall be a President, Vice President, and Treasurer.*

A motion to accept made by Gaspare Colletti, seconded by Brian Nickerson. **All in favour, motion carried.**

c) **Update Article VIII – Officers – Section 2: Terms of Office:**

Current: The Officers shall hold office for two years, except for the Convention Chair who will be elected every year or until they are duly replaced.

Motion to Change to: *The Officers shall hold office for one year.*

A motion to accept made by Gaspare Colletti, seconded by Tiina Henkusens. **All in favour, motion carried.**

d) **Update Article VIII – Officers – Section 6: Duties of the Convention Chair:**

Current: The Convention Chair shall ensure that the Canadian Spice Association Convention is held in Accordance to the direction of the Executive and Membership.

Motion to Change to: *Motion to remove Section 6 from the By-Laws.*

A motion to accept made by Holly Buchanan, seconded by Donna Nicholson. **All in favour, motion carried.**

e) **Update Article IX – Meetings – Section 1: Annual General Meeting (c):**

Current: (c) Thirteen (13) Members will constitute a quorum;

Motion to Change to: *(c) 30% of membership will constitute a quorum;*

A motion to accept made by Gaspare Colletti, seconded by Karen Bright. **All in favour, motion carried.**



5. Slate of Nominees for CSA Director's 2017/2018

Francine St-Pierre presented the slate of nominees for Director's in 2017/2018. She asked for any additional nominations from the group, and none were received. The slate of nominees is included as an attachment to this report. Holly Buchanan then made a motion to accept the slate of nominees as presented, seconded by Gaspere Colletti. **All in favour, motion carried.**

6. Speaker: Louise Roberge, President of the Tea and Herbal Association of Canada

Louise gave a background on tea and spoke about MRLs. Presentation attached with these minutes.

7. Speaker: Dana McCauley, Executive Director of Food Starter

Dana gave a background on Food Starter and consumer trends in food. Presentation attached with these minutes.

8. ASTA Report

Cheryl Deem presented the ASTA report. Presentation attached with these minutes.

9. Other Business

- a. Relationship with Tea and Herbal Association: to be discussed at next BOD

10. Meeting Adjournment

A motion to adjourn the meeting was made by Gaspere Colletti and seconded by Karen Bright. **All in favour, motion carried.**