



Canadian Spice Association
Association Canadienne des Épices



Board of Directors Meeting
May 12th 2017
Kingbridge Center, King City, Ontario

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 |
| Brian | Nickerson | CIC/Quadra Ingredients |
| Karen | Bright | Werner Phillips Int'l Corp |
| Robert | Le Guillou | Sensient Natural Ingredients |
| Tiina | Henkusens | McCormick & Company Inc |
| Anthony | Gene | Dr. Oetker |
| Crista | Grant | Hela Spice |

1. Welcome and Call to Order

Donna Nicholson welcomed and noted that a quorum was present and called the meeting to order, as duly constituted.

2. Review of Minutes of the November 2016 BOD meeting:

Donna asked all members present to review the minutes of the November 2016 BOD meeting. It was noted that minutes were missing from the February 2017 BOD 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 Wendy Burgraff. **All in favour, motion passed.**

3. Election of the Executive/New Board Appointments

- i. Donna Nicholson nominated Tiina Henkusens to be President. Tiina accepted
- ii. Wendy Burgraff nominated Gaspare Colletti to be Vice President. Gaspare accepted
- iii. Gaspare Colletti nominated Rob LeGuillou to be Treasurer. Rob accepted.
- iv. Anthony Gene to join BOD
- v. Anthony Gene nominated to be Chair of the Technical Committee. Anthony accepted.



Canadian Spice Association
Association Canadienne des Épices



4. Agenda for Next BOD Meeting:

Meeting to be held on September 13th 2017 at Caldic Canada. Items to be discussed:

1. Strategy/Meet new ED
2. Update: CFIA to speak at Nov BOD or May 2018 AGM
3. Discuss relationship with AGM
4. Succession strategy for Executive (President)
5. Review: What is our communication strategy as an association (e.g. how do we respond to recalls, allergens)
6. YTD Financial Report
7. Tech Committee (Re: ED's relationship with)
8. New member strategy – 3 to 5 year plan
9. Social Media strategy

5. Meeting Adjournment

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