

Board of Directors Meeting - Agenda

Date: Monday, May 4, 2026
Place: ZOOM <https://us02web.zoom.us/j/82464202855?pwd=zFwxxP06zczwg4M0ArpZikFAqMuWH5.1>
Attending: Board: Andris Kēsteris, Ed Kalvins, Ieva Mežule, Mark Watson, Una Brūna,
Canadian Embassy: Nicolas Lepage,
Audit Committee: Astrida Bola,
Absent: Dzintra Renigere, Indra Sproģe-Kalviņa, Normunds Kupcis, Sam Davidovich, Sintija
Frienberga, Zanda Līva Locika
Chair: Ed Kalvins
Minutes: Ed Kalvins

1 Minutes of Meeting:

1.1 Approval of MR-2601:

2 Organizational

2.1 AGM 2026

- 251020 EK to investigate the use of an electronic voting system for the AGM to allow off-site voting.

2.2 Strategic Partnership Initiative (SPI)

- Update
- The SPI database has 570 (up from 402) entries of which 200 (up from 149) are from Canada.
- Main difficulty is in focusing on a concrete objectives. A special initiative is underway to define the role of this group as it should remain focused on facilitating connections and enabling partnerships, rather than trying to directly drive or manage sector-specific initiatives.
- Current participants include:
 - from Canada: Aira Darzins, Andris Kēsteris, Arnis Rozītis, Karen Verbeek, Susan Mogensen
 - from Latvia: Daiga Bauer, Ed Kalvins, Liene Sestule, Mārtiņš Āriņš

2.3 FICIL Representation

- Concern about AB not being available for FICIL meetings.

2.4 Board and Audit member roles

- Need to prepare for the AGM elections in 2027.
- The roles of Board and Audit Committee members need to be defined so that candidates for positions are aware of potential responsibilities.

2.5 Governance proposal

- Agreements:
 - 250929 EK Modify agreement with ISK to reflect only financial services based on responsibilities in the report. Complete
 - 250929 EK Establish MD agreement with EK based on responsibilities in the report. Complete.

3 Finance

3.1 Current Financial position as of Sundat, May 3rd, 2026.

Date	30.12.2024	03.03.2025	28.09.2025	29.12.2025	02.02.2026	01.05.2026
Cash on hand	0.00	0.00	0.00	0.00	0.00	0.00
Cash in bank	3,033.28	3,753.63	6890.94	9171.33	13,225.95	11,273.28
Total cash available	3,033.28	3,753.63	6890.94	9171.33	13,225.95	11,273.28
Accounts payable	0.00	0.00	0.00	0.00	0.00	0.00
Net financial position	3,033.28	3,753.63	6890.94	9171.33	13,225.95	11,273.28

Board of Directors Meeting - Agenda

3.2 Budget vs Actual up to end of April, 2026

- Budget: €7,026
- Actual: €11,273

4 Membership

4.1 New Members

- 09.02.2026 AL Celu Buve, Silver
- 12.02.2026 ERASER, Silver
- 12.02.2026 Surepoint Group, Bronze
- 23.02.2026 CGI IT Latvia, Silver
- 28.02.2026 Click Scale, Bronze
- 09.03.2026 Baltic Medical Destinations, Bronze
- 11.03.2026 Liene Sestule, Individual
- 24.03.2026 Conway, Bronze
- 09.04.2026 ConnectFactor, Silver
- 09.04.2026 ININ Estate , Bronze - Benefit
- 11.04.2026 Momentum Decisive Solutions Canada Inc. Bronze

4.2 Renewals:

- N/A

4.3 Active Members in Good Standing as of May 1st, 2026

Level	30.12.2024	03.03.2025	28.09.2025	29.12.2025	31.01.2016	01.05.2016
Gold	1	1	2	4	7	0
Silver	5	6	11	13	13	4
Bronze	18	20	26	29	30	6
Individual	1	1	1	2	3	1
Total	25	28	40	48	53	64

5 Events & Programs

5.1 Past Events

- 5.1.1 Monday, February 16th, 2026 - Procurement Seminar with Defence Construction Canada (DCC). 144 registrations, 128 attended. All paid.
- 5.1.2 Monday, March 9th, 2025 – Women in the Military. Cancelled due to lack of interest.
- 5.1.3 Thursday, March 26, 2026 - CanCham Strategic Partnership Seminar for members only via ZOOM. 17 registered. 13 attended.
- 5.1.4 Monday, April 10th, 2026 - CanCham Corner Canada. 19 registered. 15 attended.
- 5.1.5 Monday, April 13th, 2026 – Expanding Business Horizons. 38 registered. 32 attended plus 3 via ZOOM. All paid.
- 5.1.6 Monday, April 27th, 2026 – “Meet a Member” event. Mogotel Hotel Group. 40 registered. 35 attended.
- 5.1.7 Every Thursday – SPI Coordinators

5.2 Upcoming Events

- 5.2.1 Monday, May 25th, 2026 at 16.00 – CanCham Show & Tell – Member Presentations and Business Networking
 - Rescheduled to September ???

Board of Directors Meeting - Agenda

- 5.2.2 Friday, June 5th, 2026, 16.00 to 18.00 (to be confirmed) – A farewell to Ambassador Brian Szwarc.
- Expected 70 guests including staff from Embassy.
 - No-charge event.
 - Recommendation: CanCham contribute €500.00. NL to cover rest.
 - Recommended venue: Wellton Riverside Spa – 8th floor.
- 5.2.3 Wednesday, July 1st, 2026 – Canada Day
- Recommended time: 16.00 to 19.00
 - Recommended venue: Wellton Riverside Spa – 8th floor.
 - Recommended Mārtiņš Šmits as DJ. Will determine availability Tuesday, May 5th
- 5.2.4 Thursday, September 4th,
- Two options:
 - CanCham Corner at Tinto
 - A possible tour of Ādaži
- 5.2.5 Monday, September 21st, 16.00 – Show & Tell, Radisson Latvija
- 5.2.6 Monday, October 12th, 18.30. Canadian Thanksgiving Dinner, Radisson Elizabete
- 5.2.7 November 2nd, 12.00 to 15.00 - TFL Procurement Seminar. Under discussion
- Radisson Blu Daugava Hotel
- 5.2.8 Monday, December 14th 18.30 – CanCham Christmas
- Venue: Pullman????
- 5.3 Quotation formats**
- 251020 EK to discuss Radisson Latvia's detailed quotation format and penalty requirements related to attendance shortfalls.
- 6 Other Business**
- 6.1 Video Communications including**
- 250925 Board to discuss CanCham promotional video - deferred
 - 250925 Board to discuss CanCham Show & Tell Member Presentations - Zoom video connection - deferred
- 6.2 CanCham responsibilities towards the CAF**
- 250929 – The Board is to discuss this situation.
 - 260207 - The Board agreed that NL will address these issues in the manner he considers appropriate. The Board will monitor developments over the coming months while remaining committed to supporting TFL when requested.
- 6.3 Web Site**
- 251020 EK to discuss upgrades with Harijs Ozols.
- 7 Next meeting: TBD**