

**Canadian Chamber of Commerce
in Latvia**
Board of Directors Meeting

Proj. Nr. **CanCham**
Report # **MR-2406**
Issue Date: Thursday, January 2, 2025
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Ref. Nr: CanCham MR-2406 250102-0.docx

Date: Monday, December 30, 2024 at 18:30
Place: ZOOM
Attending: Board: Andris Kesteris, Ed Kalvins, Ieva Mežule, Normunds Kupcis, Una Brūna Canadian Embassy:
Audit Committee: Astrida Bola,
Absent: Dzintra Renigere, Indra Sproģe-Kalviņa, Mark Watson, Nicolas Lepage, Sam Davidovich, Sintija Frienberga,
Chair: Ed Kalvins
Minutes: Ed Kalvins

1 Minutes of Meeting:

1.1 Approval of MR-2405:

- 1.1.1 Add to section 3.3 for bad debts to be written off: Print Express SIA at 95.01 (Ilze Derupa)
- 1.1.2 Approved version **CanCham MR-2405 241024-0** as written with the above change.

2 Organizational

2.1 Immediate objectives

2.1.1 preparatory work to recruitment drive:

- 240422 – Board to review two-page brochure (Complete
 - NL has provided changes; mostly typos.
 - need to update benefits.
- 240318 – EK, IM to propose sponsorship policy.

2.2 Interaction with Canadians

2.2.1 240220 – Board - Interaction with the Canadian Military - Task Force Latvia

- IM to be introduced to Captain Romiche Francois. Complete

2.2.2 240220 – Board - Interaction with Canadian companies / entrepreneurs active in Latvia – deferred

2.2.3 Partner organizations in Canada

- Canadian Eurasian Chamber of Commerce (CECC)
 - CECC in process of liquidating. They are looking at setting up a new NGO without hints of ties to Russia.
- Tatiana Domilovskaya, the Regional Director of the CECC, has established Knowlex International which has similar objectives to the CECC (see <https://knowlexintl.com/>, <https://www.facebook.com/profile.php?id=61568657432410>.) This has been reviewed with NL, and, at this stage, there is no reason to think that similar cooperation could/should not be established with Knowlex International.
 - It is proposed to recognize Knowlex International as a CanCham Partner. Approved.

2.2.4 UB and IM attended the conference "Women in the Armed Forces" on 6 December at Adazi military base.

- 241230 – IM to provide a report.

2.2.5 Andris Kesteris reported that he attended the Canada-Latvia Parliamentary Friendship Group in Ottawa on December 16, 2024. See report at <https://cancham.lv/NEWS/30122024-report-on-cancham-attendance-at-canada-latvia-parliamentary-friendship-group-in-ottawa>.

2.3 Statutes

2.3.1 240220 – EK, Modify statutes to change 4 to 6 board members

- Statutes changed to reflect board member increase from 4 to 5 members.

2.3.2 Ethics Committee Regulations

- 240220 – EK Use NEBA "Our Core Values" as the basis for CanCham's ethics position.

3 Finance

3.1 Current Financial position as of Tuesday, October 21st, 2024.

Date	30.07.2024	21.10.2024	30.12.2014
Cash on hand	0.00	0.00	0.00
Cash in bank	1,372.24	4,151.23	3,033.28
Total cash available	1,372.24	4,151.23	3,033.28

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Accounts payable	0.00	0.00	0.00
Net financial position	1,372.24	4,151.23	3,033.28

3.2 Proposal referring to the Board and Audit Committee

- 240422 – EK to advise Board and Audit Committee members of the need to re-register and about the preceding policy decision. Complete.

3.3 Payment by Credit Card

- Some difficulties were experienced regarding payments from CAF personnel for attendance to CanCham Christmas. This was discussed with Captain Romiche Francois. It was agreed that the CanCham will, in future, arrange for payment by credit card.
- 241230 – ISK to arrange for payments to be made to CanCham via credit card..

4 Membership

4.1 Membership renewals

- 19.11.2024 Individual level – Vladimir Čamans
- 13.12.2024 Bronze level - Radisson Blu Daugava Hotel

4.2 Added Members based on Second/Third logo benefit:

- Silver member RigaApartments.com had added Cleaning Riga <https://www.cleaningriga.lv/en/> as a Bronze member.
- Silver member Latvian American Eye Centre has added the MFD Healthcare Group <https://www.mfd.lv/en/> as a Bronze member
- 241022 – EK to update benefits for Gold and Silver members to add associated logos.
- For clarification, voting rights do not apply to “Second/Third logo” recipients, maintaining the principle, “you don’t pay, you don’t vote”.

4.2.1 Active Members in Good Standing as of December 30th, 2024

Level	21.10. 2024	30.12.2014
Gold	1	1
Silver	4	5
Bronze	15	18
Individual	0	1
Total	20	25

4.3 Recruitment Initiatives

- 241022 – EK, NL to prepare a listing of companies to be approach.

5 Events & Programs

5.1 Past Events

5.1.1 **Monday, November 11th, 2024** - CanCham Corner and Cybersecurity at Tinto

- 21 registered, 14 attended
- Comments:
 - Presentations at CanCham Corners are not appropriate. They should be limited to informal “meet and greet” occasions without any formal presentations.
 - The Cybersecurity event should have been identified as a “business networking” event.
 - Tinto as a venue for business networking events is inadequate.
 - There is no service for drinks and food during the event.
 - The Boardrooms are cramped when there are more than 10 people attending.
 - Tinto is most appropriate for CanCham Corners during warmer weather when the lower section can be used. Even the upper section is difficult for “stand up networking”.

5.1.2 **Monday, December 9th, 2024 at 18.30** - CanCham Christmas at the Pullman Old Town Hotel.

- 51 registered, 51 attended. (All paid)

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- Comments:
 - There was insufficient space for stand-up networking when guests arrived.
 - The performance (two sections of 30 minutes each) was too long. Should be shortened.
 - Special attention should be given to the program where participation from all is expected. In this case, when "Silent Night" was being sung as the last song, the Board and Audit Committee members should have been front and centre, and should have been an effort for audience participation.
 - The lottery seemed to go well. This format can be continued.

5.2 Upcoming Events

5.2.1 Thursday, January 9th, 2024 at 18.30 – CanCham Corner – Informal Networking to start the New Year.

- There was discussion as to whether or not we should go ahead with the CC on January 9th. However, it was concluded that we should try to get together to wish one another a Happy New Year in person.
- It was agreed to have this CC at the Pullman, but we need to find venues where such events are more appropriate.
- It was suggested that Board members be identified with name tags so as to encourage other guests (either members or guests) to talk to us about their requirements from CanCham.
- The notice will include invitation to speak to Board members regarding their participation in CanCham.

5.2.2 Monday, January 27th, 2025 at 18.30 – CanCham AGM

- Notice of meeting to be mailed out on Monday, January 6th.
- Riga Business School was suggested as a venue. Agreed. EK to make arrangements. If the Riga Business School is not available, the second choice would be Unity Business Centre.
- Election of Board members: There is no requirement to have elections at this time.
- Budget
 - EK has distributed the 2024 Financial actuals and 2025 Budget.
 - The following was explained:
 - There is a new position called "Promotions, Barter, Benefits". This is "negative income" to reflect income not received because of promotions (for Board and Audit Committee members), barter for members such as our web site provider and the Riga Business School, and benefits for Silver and Gold members.
 - Referring to "Marketing and PR Services", the approved policy of a 20% commission will apply to any new members joining in 2025.
 - The "Administration and bookkeeping" expense were increased from €400 to €500 monthly.
 - the budget was approved by the Board for presentation to the AGM.
 - UB suggested that provisions be made for payment to an Executive Director.
- Audit Committee Report.
 - this must be made available for distribution by January 5th.
 - EK to send copy of previous reports to AB.

5.2.3 Monday, February 17th, 2025 – Military Procurement

- This still needs to be confirmed.
- Need to settle on the format of the event i.e. will there be a panel??? NL discussing this with TFL.
- One of the main purposes of the event is to introduce TFL personnel to CanCham members. There will be a section in the program for brief introductions by all present i.e.. the regular max. 1 minute format.
- It was agreed that the start time should be 12.30 as opposed to 18.30.

5.2.4 Monday, March 17th, 2025 at 18.30 – Focus on the Canadian Embassy.

- This currently scheduled event is to be rescheduled and replaced with a Women's Day event on **Monday, March 10th, 2025 at 18.30**
- The subject of the Women's Day event was discussed.
 - It was felt that an event titled "Women in the Military" was most appropriate.
 - The follows up on the recent conference "Women in the Armed Forces" attended by UB

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and IM.

- The idea has been discussed with Captain Romiche Francois who felt that it was an appropriate follow-up to their event.
- There was consensus among those present that "Women in the Military" was a relevant topic in today's society and reflects issues also related to business development.
- There had been discussion to consider "Women in Leadership", but it was felt that this approach has been overused, and we don't have any appropriate speakers or experts in mind.
- IM will be the moderator.
- EK and UB to assist IM in making the required arrangements. Other Board members wishing to assist are asked to volunteer.

5.2.5 CanCham 25th Anniversary Celebrations.

- Background:
 - 10.04.2000 The founding meeting of the CLBA. This resulted in the resolution to establish the Association.
 - 24.05.2000 inaugural meeting at the Benjamina Nams. This resulted in the election of the first Board.
 - 02.11.2000 CLBA Officially registered
- **Monday, April 14th** was considered an appropriate date.

5.2.6 CanCham Talks – Canadians business in Latvia - considerations

6 Other Business

7 **Next meeting:** To be arranged