

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

Proj. Nr. **CanCham**
Report # **MR-2601**
Issue Date: Monday, February 2, 2026
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Date: Monday, February 2, 2026
Place: ZOOM <https://us02web.zoom.us/j/85235834132?pwd=aaGkAbDSSAAPts7dv7CjWuHRFaPwlq.1>
Attending: Board: Andris Ķesteris, Ed Kalvins, Ieva Mežule, Indra Sproģe-Kalviņa, Mark Watson, Normunds Kupčis, Sam Davidovich, Una Brūna, Zanda Līva Locika
Canadian Embassy: Nicolas Lepage,
Audit Committee: Astrida Bola, Sintija Frienberga
Absent: Dzintra Renigere,
Chair: Ed Kalvins
Minutes: Ed Kalvins

1 Minutes of Meeting:

1.1 Approval of MR-2507:

2 Organizational

2.1 AGM 2026

- 22 members attended, 9 sent proxies.
 - Total votes present: 31
 - Total eligible votes: 53
 - Quorum: 27
- Connecting international members via ZOOM:
 - Audio-visual issues delayed the start of the meeting by about 15 minutes.
 - Points to note in future:
 - One person with one computer should be designated as ZOOM administrator
 - All board members should be connected by ZOOM
 - Anyone addressing the membership should do so either with a microphone
- The proposed budget was accepted as presented.
- A Strategic partnership Initiative presentation was presented.
- All other agenda items were completed without incident and accepted.
- In future the Audit Report should be
 - presented to the Board for review prior to the AGM.
 - Written in English
- Coffee table:
 - A coffee table was set up by the ISR who provided the coffee.
 - Baltic Restaurants provided fruit and pastries.
 - NL provided Canadian wine
- 251020 EK to investigate use of electronic voting system for AGM so that voting can take place off site.
 - ZOOM has a polling feature.
 - This should be tested a Board meetings.

2.2 Strategic Partnership Initiative (SPI)

- Update
 - The SPI database has 402 entries of which 149 are from Canada.
 - E-Mailing of potential partner has begun.
 - Board and Audit members are reminded that they can access the shared files if they wish.

2.3 Governance proposal

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

2.4 Mentoring proposal (Ed Kalvins)

- Zanda Līva Locika has commenced role on the Board, and has been added to the CanCham Board WhatsApp group.

2.5 Recommendations

- Jānis Lazdāns
- Karen Verbeek
- Susan Mogensen

3 Finance

3.1 Current Financial position as of Monday, February 2nd, 2026.

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Date	30.12.2024	03.03.2025	28.09.2025	29.12.2025	02.02.2026
Cash on hand	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
Total cash available	3,033.28	3,753.63	6890.94	9171.33	13,225.95
Accounts payable	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

3.2 Budget vs Actual up to end of January, 2026

- Budget: €7,426
- Actual: €13,225

4 Membership

4.1 New Members:

- 16.01.2026 Balticanada (Bronze)
- 19.01.2026 Siltumelektruprojekts (Gold)
- 19.01.2026 Sodexo Canada Ltd (Gold)
- 22.01.2026 Sunstar Group (Gold)
- 26.01.2026 Kaspars Korbs (Individual)

4.2 Renewals:

4.3 Active Members in Good Standing as of September 28th, 2025

Level	30.12.2024	03.03.2025	28.09.2025	19.10.2025	29.12.2025	31.01.2016
Gold	1	1	2	4	4	7
Silver	5	6	11	11	13	13
Bronze	18	20	26	27	29	30
Individual	1	1	1	2	2	3
Total	25	28	40	43	48	53

5 Events & Programs

5.1 Past Events

- Thursday, January 8th, 2025 – New Year's CanCham Corner, Pullman Hotel
46 registered, 35 attended. Last year: 27 registered, 17 attended
- Monday, January 26th, 2026 at 18.30 CanCham Annual General Meeting, Riga International School

5.2 Upcoming Events

- Monday, February 16th, 2026 - Procurement Seminar luncheon with Defence Construction Canada (DCC) and companies providing construction related services. Radisson Daugava.
- Monday, March 9th, 2025 at 18.30 – Women in the Military
 - UB distributed "Women_Military_LV_24012026" for review and discussion
 - Antoņīnu Bļodoni, commander of the headquarters battalion, has confirmed participation
 - Venue under consideration: Wellton Riverside SPA Hotel, 11 Novembra krastmala 33
 - Table format?
- Potential April events:
 - Focus on Trade
 - Meet a member – Mogotel Hotel Group

5.3 Quotation formats

- 251020 EK to discuss the Radisson Latvia's "heavy" quotation format and requirement for penalties on not achieving estimated attendance.

6 Other Business

6.1 Video Communications including

- CanCham 2025 event review video created and posted in FB
- 250925 Board to discuss CanCham promotional video
- 250925 Board to discuss CanCham Show & Tell Member Presentations - Zoom video connection

6.2 CanCham responsibilities towards the CAF

- 250929 – The Board is to discuss this situation.

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- 251020 EK to discuss upgrades with Harijs Ozols.

7 Next meeting: TBD