

Board of Directors Meeting

Date: Monday, October 20th, 2025, 18.30
Place: ZOOM

Attending: Board: Andris Kesteris, Ed Kalvins, Ieva Mežule, Mark Watson, Normunds Kupcis, Sam Davidovich, Una Brūna
Canadian Embassy: Nicolas Lepage
Audit Committee: Astrida Bola,
Absent: Dzintra Renigere, Indra Sproģe-Kalviņa, Sintija Fienberga
Chair: Ed Kalvins
Minutes: Ed Kalvins

1 Minutes of Meeting:

1.1 Approval of MR-2505: approved as written.

2 Organizational

2.1 Governance proposal (Mark Watson)

- Decision: Revised text approved as presented.
- 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.

2.2 CanChams of Europe meeting in Brussels (Ed Kalvins)

- UB and EK provided an update on the well-attended meeting which included senior Canadian Government officials. The main message was that the Canadian Government is prioritizing Europe for trade diversification. There was a sense that this is a real opportunity for the CanCham.
- Thanks was expressed to ISK for travel arrangements and publishing info sent from the event.
- 251020 EK/UB Issue report on conference.

2.3 Mentoring proposal (Ed Kalvins)

- 251020 EK to send letter of invitation to the schools.

2.4 Current strategy

- 250513 MW "Paper" on strategic partnership strategy to be reviewed.
- 251020 EK to send Sell sheet examples to MW.

2.5 AGM 2026

- Information to members needs to be sent out by January 5th, 2026, i.e. three weeks before AGM.
- Board to review proposed budget and annual report and approve in Board meeting on December 29th.
- 251020 EK to investigate ZOOM link for use at AGM.
- 251020 EK to investigate use of electronic voting system for AGM so that voting can take place off site.

3 Finance

3.1 Current Financial position as of Monday, October 20th, 2025.

Date	30.07.2024	30.12.2024	03.03.2025	28.09.2025	20.10.2025
Cash on hand	0.00	0.00	0.00	0.00	0.00
Cash in bank	1,372.24	3,033.28	3,753.63	6890.94	9958.45
Total cash available	1,372.24	3,033.28	3,753.63	6890.94	9958.45
Accounts payable	0.00	0.00	0.00	0.00	0.00
Net financial position	1,372.24	3,033.28	3,753.63	6890.94	9958.45

3.2 Budget vs Actual up to end of September, 2025

- Budget: €3,063
- Actual: €6,787

4 Membership

4.1 New Members:

- 20.10.2025 DVE Constructions (Gold)
- 10.10.2025 Diamond Water Solutions TM33 (Silver)
- 09.10.2025 Bravo Zulu (Gold)
- 02.10.2025 Juris Barkāns (Individual)
- 01.10.2025 M&A (Bronze)

4.2 Renewals:

- 10.10.2025 Riga Apartment (Bronze promoted to Silver)
- 09.10.2025 Mr Car (Bronze)
- 08.10.2025 Radisson Latvija (Bronze)
- 03.10.2025 International School of Riga (Bronze)
- 02.10.2025 VentEko (Gold)

4.3 Not renewed (yet)

- 30.05.2025 FF International Movers
- 25.09.2025 Kronbergs Čukste Levin

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

Level	21.10. 2024	30.12.2024	03.03.2025	28.09.2025	19.10.2025
Gold	1	1	1	2	4
Silver	4	5	6	11	11
Bronze	15	18	20	26	27
Individual	0	1	1	1	2
Total	20	25	28	40	43

5 Events & Programs

5.1 Past Events

- Thursday, October 2nd, 2025 - International School of Riga (ISR) officially opened its new Secondary School Campus at Skanstes Iela 27. CanCham represented by EK and ISK.
- October 15th to 17, 2025 - CanChams of Europe meeting in Brussels. CanCham represented by EK and ISK.
- Monday, October 13th, 2025 at 18.30 - Canadian Thanksgiving Dinner at Radisson Blu Elizabete Hotel. Registered 54, attended 54, all paid.

5.2 Upcoming Events

- Monday, October 27th, 2025 at 12.30 – Procurement Seminar luncheon with the CAF/TFL. Provided for admission-free access for two CAF personnel – the presenter and an assistant.
- Thursday, October 30th, 2025 - FICIL High Council Meeting. CanCham to be represented by MW. Dinner to be attended by MW, UB and EK.
- Thursday, October 31st, 2025 - FICIL Conference at Saeima: UB to represent the CanCham
- Wednesday, November 5th, 2025 - Riga Business School opening of Ķīpsala Campus. CanCham to be represented by EK and ISK.
- Monday, November 10th, 2025 at 18.30 – Women in the Military. In recognition of Patriots' Week. Speakers not available. Decision to postpone to around Women's Day next March.
- Monday, December 1st, 2025 at 18.30 – CanCham Christmas. Agreed to use the Pullman Hotel. Agreed to have Mārtiņš Šmits as DJ. Cost not to exceed €500.
- Thursday, January 8th, 2025 – New Year's CanCham Corner
- Monday, January 26th, 2026 at 18.30 CanCham Annual General Meeting. Call for additional Board members. Venue: International School of Riga preferred.
- Monday, February 16th, 2026 - Procurement Seminar luncheon with Defence Construction Canada (DCC) and companies providing construction related services.

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 (deferred)

- CanCham promotional video
- CanCham Annual General Meeting - Zoom video connection

Canadian Chamber of Commerce
in Latvia

Board of Directors Meeting

Proj. Nr. **CanCham**
Report # **MR-2506**
Issue Date: Wednesday, October 22, 2025
Page 3 - 3
Ref. Nr: CanCham MR-2506 251022-0.docx

- CanCham Show & Tell Member Presentations - Zoom video connection
 - CanCham event promotional video
 - CanCham event review video
- 6.2** CanCham responsibilities towards the CAF
- 250929 – The Board is to discuss this situation.
- 6.3** Web Site
- 251020 EK to discuss upgrades with Harijs Ozols.
- 7** **Next meeting:** Monday, December 29th, 2025 at 18.30 via ZOOM