

Board of Directors Meeting - Agenda

Date: Monday, May 4, 2026

Place: ZOOM

Attending: Board: Ed Kalvins, Ieva Mežule, Indra Sproģe-Kalviņa, Mark Watson, Una Brūna,
Canadian Embassy: Nicolas Lepage,
Audit Committee: Astrida Bola,

Absent: Andris Kesteris, Dzintra Renigere, Normunds Kupcis, Sam Davidovich, Sintija Friemberga,
Zanda Līva Locika

Chair: Ed Kalvins

Minutes: Ed Kalvins

1 Minutes of Meeting:

1.1 Approval of MR-2601: Accepted

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.
- 260504 UB to investigate with AmCham / other organizations regarding electronic voting systems.

2.2 Strategic Partnership Initiative (SPI)

- 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 Kesteris, Arnis Rozītis, Karen Verbeek, Susan Mogensen
 - from Latvia: Daiga Bauer, Ed Kalvins, Liene Sestule, Mārtiņš Āriņš

2.3 FICIL Representation

- Concern was discussed about AB not being available for FICIL meetings. (Note: AB had been appointed as CanCham representative at FICIL because of her status as a Gold Member). Discussions lead to the conclusion that it is preferable to have a FICIL representative selected from the Board with the main objectives of involving other members in work groups and to ensure that we are a sounding board for Canadian companies.
- MW was nominated as the CanCham representative. MW accepted. Note: EK is the alternate representative in his capacity as Chairman of the Board.

2.4 Board and Audit member roles

- There is a need to prepare for the AGM elections in January, 2027.
- The roles of Board and Audit Committee members need to be defined so that candidates for positions are aware of potential responsibilities.
- 260505 UB and MW are to prepare short role responsibility description for each Board member, as well as benefits attributable to each Board and Audit Committee member.

3 Finance

3.1 Current Financial position as of Sunday, 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

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

Note: Most of the new members are a result of the February, 2026 DCC Procurement seminar.

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
- Has been rescheduled to September.

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- 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 trade contacts from Embassy.
 - No-charge event.
 - Recommendation: CanCham contribute €500.00. NL to cover rest. – accepted.
 - Recommended venue: Wellton Riverside Spa – 8th floor. - accepted
- 5.2.3 Wednesday, July 1st, 2026 – Canada Day
- Recommended time: 16.00 to 20.00. Accepted.
 - Recommended venue: Rigaapartment.com / Tinto. Accepted.
 - Wellton Riverside Spa – 8th floor had been considered, but it was felt that this would make the fourth event in a row at the same venue which was considered as inappropriate.
 - MW accepted the change to Rigaapartment.com, and will consider Tinto as the food service provider.
 - 260504 IB and IM to address the internal program for the event. (Note: MW and EK will address technical and organizational issues.
 - Mārtiņš Šmits was recommended as DJ. Accepted. To be confirmed.
- 5.2.4 Thursday, September 4th,
- Recommended venue: CanCham Corner at Tinto. Accepted.
- 5.2.5 Monday, September 21st, 16.00 – Show & Tell, Radisson Latvija
- 5.2.6 Monday, October 12th, 18.30. Canadian Thanksgiving Dinner
- NL indicated that the new ambassador could be the speaker.
 - Recommended venue: Radisson Elizabete
- 5.2.7 November 2nd, 12.00 to 15.00 - TFL Procurement Seminar. Under discussion
- Radisson Blu Daugava Hotel possible.
- 5.2.8 Monday, December 14th 18.30 – CanCham Christmas
- Recommended venue: Pullman Accepted

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 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.
- This is still an issue that needs to be addressed.

6.3 Web Site

- 251020 EK to discuss upgrades with Harijs Ozols.

6.4 Joint events with other chambers

- To be considered when appropriate.

7 Next meeting: TBD