

Diversity and Inclusivity Committee

The purpose, duties and responsibilities of the Diversity and Inclusivity Committee (the “Committee”) is to assist the Board in fulfilling its oversight responsibilities with regard to, including, but not limited to advocating for increased diversity, inclusion, and accessibility within the Alberta small brewing industry (collectively, “D&I Matters”).

The Committee will assist the Association in:

- a) Setting general strategy relating to Diversity and Inclusivity Matters
- b) Developing, implementing, and monitoring initiatives and policies on that strategy,
- c) Overseeing communications with members, stakeholders, and others with respect to Diversity and Inclusivity Matters, and
- d) Monitoring and assessing developments relating to, and improving the Association’s understanding of Diversity and Inclusivity Matters

The mission of the Diversity and Inclusivity Committee

- 1) Identify educational opportunities and resources for the ASBA membership
- 2) Promote events and strategies to foster greater understanding of the importance of DEI in Alberta’s craft brewing industry
- 3) Create opportunities to support greater diversity in the Alberta craft brewing industry

Alberta Small Brewers Association Diversity, Equity and Inclusion Committee Terms of Reference

Note: Capitalized terms not defined herein are defined in the [Association’s By-laws]

OBJECTIVE

The Diversity, Equity and Inclusion (DEI) Committee (the “Committee”) is a standing committee of the Alberta Small Brewers Association (the “Association”) Board of Directors (the “Board”).

The objective of the Committee is to assist the Board in meeting its responsibilities by ensuring the adequacy and effectiveness of the Association’s DEI strategies, education and resources for ASBA members.

CONSTITUTION

The Committee is comprised of a minimum of [four (4) Members], including not less than [one (1) Directors] and the Executive Director of the Association (the “Executive Director”) who serves as ex-officio non-voting member.

The Board, or in the event of its failure to do so, the Committee, shall appoint a Chair from among the Committee members (the “Chair”). The Chair must be a member of the Board.

The Chair presiding at any meeting of the Committee shall have a vote in all matters considered by the Committee. In the event of a tie the motion is defeated. If the Chair is not present at any meeting of the Committee, the Chair of the meeting shall be chosen by the Committee from among the members present.

The Chair has the authority to exclude the Executive Director from any meeting deliberations as they deem appropriate.

The Committee shall appoint a Secretary from the Committee members. If the Secretary is not present at any meeting of the Committee, the Secretary shall be chosen by the Committee from among the members present.

The Committee shall assist with deliberations required for the fulfillment of the Board’s mandate and those specific responsibilities and duties assigned to the Committee; however, unless specifically stated otherwise, the Committee shall act in advisory capacity only, recommending decisions to the Board for approval.

DUTIES AND RESPONSIBILITIES

The Committee shall have the following duties and responsibilities:

DEI:

- a) Setting general strategy relating to Diversity and Inclusivity Matters
- b) Developing, implementing, and monitoring initiatives and policies on that strategy,
- c) Overseeing communications with members, stakeholders, and others with respect to Diversity and Inclusivity Matters, and
- d) Monitoring and assessing developments relating to, and improving the Association’s understanding of Diversity and Inclusivity Matters

Review annually and report to the Board of Directors on the adequacy of the Committee’s Terms of Reference.

MEETINGS

Committee shall meet a minimum of [four (4) times a year] including but not limited to a pre- and post-audit meeting.

A meeting of the Committee may be called by the Chair of the Committee, the Chair of the Board, or Executive Director or by [any two (2) members of the Committee.]

A quorum for meetings shall be the majority of Committee members. They shall be present in person or by telephone or other telecommunications device that permits all persons participating in the meeting to speak and hear one another.

At least [four (4) days' notice] will be given before the meeting in writing, by email or by facsimile communication to each member of the Committee.

Agenda's and associated materials to each member of the Committee will be given at least [one (1) days] in advance of the meeting.

The Committee shall have the right to determine who shall and shall not be present at any part of the meetings of the Committee and will hold in camera sessions at the end of each meeting first with the Executive Director present, then without.

Notes to Work From:

Mission Statement: Advocating for increased diversity, inclusion, and accessibility within the Alberta Small Brewing Industry/Alberta Craft Beer Industry through educational and vocational opportunities.

When I think of underrepresented groups in beer I think of three areas: Gender, Race, and Ability – that is where I would focus the statement personally – but again I am no expert. Just my thoughts.

When I think of our WHY I think of wanting to create an industry that reflects the community we live in. Diverse and inclusive industries will no doubt be stronger and more resilient as they will include a multitude of voices and ways of thinking allowing for more creativity. Our why should also include something about accountability, as a growing industry in AB we are responsible and should be held accountable to our community.

Goal:

Work on connecting everyone together
Repository of resources
Information on what is being worked on

Ongoing DNI policy placement

Making sure the industry steps away from token advocacy
Implementing DNI policy actively as well as written - make it a year-round initiative

Committee serves as an accountability

Provide the platform and ways to work on this year-round

Check list? - every quarter? What are you doing throughout the year/within the community?

Get them thinking about it on a regular basis

Mission:

Add in accountability of/by the industry

Provide initiative/recognition of efforts - Consumer awareness

Connecting with other people - not in the majority (collaborating)

Support and resources that enable change

Creating a call in culture - bringing people into the fold

Ownership/management buy-in

*Asked, what are safe/inclusive breweries?

*Erin Baker has not seen the survey.

*Owner buy-in, not there because it doesn't affect them.

*Committee to write something for the member email each week.

*Diversity in Brewing website - Resources