

**THE OTTAWA FIELD NATURALISTS' CLUB BOARD OF DIRECTORS (BoD)  
MINUTES OF MEETING**

**December 14, 2015**

Fletcher Wildlife Garden Interpretation Centre, CEF, Ottawa, 7:00 p.m.

**Chair:** Fenja Brodo

**Directors Present:** Annie Bélair, Barbara Chouinard, Julia Cipriani, Owen Clarkin, Barry Cottam, Ted Farnworth, Diane Kitching, Louis L'Arrivée, Ann MacKenzie, Lynn Ovenden, Rémy Poulin, Henry Steger, Ken Young, Eleanor Zurbrigg

**Directors Absent:** Carolyn Callaghan, Alex MacDonald, Karen McLachlan Hamilton, Jeff Saarela

**Guests:** Jakob Mueller from the Events Committee

**1. Minutes of the November 16, 2015 Meeting**

Eleanor asked to remove the sentence saying that the call for nominations for the 2015 OFNC awards was to be published in T&L, because it will not be.

**Moved by** Annie Bélair/Lynn Ovenden that the November 16<sup>th</sup> minutes be accepted with the change mentioned above.

**CARRIED**

**2. Business Arising from the October Minutes**

In November, a motion was tabled to donate \$10,000 to the Friends of the Farm to help with the printing and publishing of their new book *Blooms: A History of the Gardens at Ottawa's Central Experimental Farm*.

Some directors now propose to give \$5000, with the possibility of giving another 5,000\$ later, as the publication of this book does not align with all the points in the OFNC's mandate.

**MOTION:** That the OFNC donate 5,000 \$ to the Friends of the Farm to help with the printing and publishing of their new book *Blooms: A History of the Gardens at Ottawa's Central Experimental Farm*, and request a status report 6 months into their fundraising efforts.

Moved by Lynn Ovenden/Eleanor Zurbrigg

Vote: 9 in favour, 2 opposed, 1 abstention

**CARRIED**

**3. Communications**

- a) The OFNC got Christmas cards from the University of Ottawa Community Service Learning Program and from the Governor General.
- b) FLAP Canada thanked the OFNC for the donation that was included with the letter announcing Safe Wings Ottawa's dissociation from FLAP Canada and said they were happy to cooperate in the future.

#### 4. Date of the 2016 Annual Business Meeting (ABM)

Ken explained that the production of the annual financial statements has not proceeded smoothly this year, and that the statements would not be available on time for the ABM originally scheduled for January 12, 2016. Since the monthly meetings for February and March are already fixed and cannot be changed, the ABM will take place before the BoD meeting of March 21<sup>st</sup>.

The Events Committee will have the notice on the OFNC website and in T&L updated.

#### 5. Terms of Reference – Louis L'Arrivée

Louis has formatted and distributed 2 more committees' terms of reference, but is still expecting 2 more.

These will go in the director's handbook and on the website.

#### 6. Annual Report

**ACTION:** All committee chairs to send their annual reports (if not done yet) to Annie by January 15, 2016, for approval at the BoD meeting of January 18.

#### 7. Committee Reports

##### a) Awards – Eleanor Zurbrigg

The committee is still looking for nominations; all are invited to send suggestions to Eleanor by email.

##### b) Birds – Rémy Poulin

- i. Safe Wings Ottawa had a meeting on Dec. 1 and talked about structure and workload.
- ii. The Bird Field Checklist was approved by the Publications Committee; 2000 copies will be printed.
- iii. The 2015 Christmas Bird Count will take place Sunday Dec. 20.

##### c) Conservation – Owen Clarkin

The committee is planning to start submitting articles to T&L that are seasonally relevant, such a "tips for gardening for bees".

##### d) Education and Publicity – Lynn Ovenden

- i. The March 2015 Bequest Committee suggested that some of the bequest money received by the OFNC be put towards natural history education. Lynn contacted Kevin Wallace, coordinator of the Bill Mason and MacSkimming Outdoor Education Centres in Ottawa, to ask if a donation from OFNC could enable more school children to participate in their programs. Lynn and Ann MacKenzie will meet with him to discuss how best to use extra funds, including the idea of school buses for classes in socioeconomic areas.  
The BoD would like the centres to report annually to OFNC to say how the donation is used; we would also want to tell our membership about these donations.  
Lynn will report back to the BoD after the meeting with Kevin Wallace.

ii. **Communication Strategy**

As the report on the survey and communication strategy is nearly finalized, Heather Badenoch asked the BoD if we wanted to change the dates we picked for OFNC's measurable communication objectives, which were:

- i. by 2017 reverse the downward membership trend
- ii. by December 2015 increase members' awareness of OFNC activities/needs via centralized communications
- iii. by December 2015 recruit more people for OFNC work and succession planning

All were changed to December 2017.

The BoD then talked about publishing the report on the OFNC website. It will be introduced as the product of the consulting firm, Village PR, which includes recommendations that the BoD is now considering.

e) **Events** – Julia Cipriani and Jakob Mueller

- i. The committee is looking for additional members for the new year.
- ii. The issue of the sound system at the Neatby building, where monthly meetings are held, is still being sorted out.

f) **Fletcher Wildlife Garden** – Ted Farnworth

The year-end party took place on Nov. 29. Certificates of appreciation were given to Gretchen Denton and France Thibeault for their hard work as volunteers.

g) **Macoun Club** – Diane Kitching

See report in [Annex 1](#).

h) **Membership** – Henry Steger

So far, about 1/3 of the memberships have been renewed for 2016.

i) **Ontario Nature** – Barry Cottam

As it planned in the budget, the OFNC will, again, sponsor 2 high school students to attend the Youth Summit for Biodiversity and Environmental Leadership.

j) **Publications** – Jeff Saarela

See report in [Annex 2](#).

**8. Motion to adjourn**

Moved by Barry Cottam/Ann MacKenzie that the meeting be adjourned at 8:50 p.m.

**CARRIED**

The meeting was followed by a holiday potluck.

Recording Secretary: Annie Bélair

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Meetings in 2016:

January 18

February 15

March 21: Annual General Meeting followed by BoD meeting

MFC Report  
14 December 2015

My last report to the Board was on November 16th, when I mentioned how happy we were to be able to resume alternating indoor meetings and field trips. Since that date, we have had two of each. On November 21, we went to Rob's place; we walked through some woods and eventually made our way to an old growth area where there was a small bog. We built modest fires for cooking lunch and then explored the bog, searching for and eventually finding a few Pitcher Plants. We also found a few seeds remaining in an old seed head, and several members went home with some seeds and moss to see if they could coach new plants to grow. On our last field trip we went to Barbara's place in Darling township. After lunch – again cooked over fires – we used compasses to locate and follow the property line. There were occasional remnants of an old cedar snake rail fence that marked the property line, and with compasses we did quite well in finding them and tracing the line.

On November 28th, Kathryn Peiman gave a super-interesting talk about her years working as a field biologist in unusual and remote locations in the world. On December 12th, Rob – drawing mainly on the experiences of Mark Twain as he learned to become a Mississippi river pilot – discussed how it is that people are able to wander around in the woods without becoming lost.

Also in November, the MFC leaders responded to a request from an elementary school teacher at Connaught Public School by hosting a Monday morning session on biodiversity in the FWG building and then leading a field trip around the garden and trails. There were about 30 children in the group.

Diane Kitching

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Publications Report  
14 December 2015

1. As of early December, 75 pages are completed, not including index for CFN 129(4). Bill Halliday has completed the index for 129(1-3). 129(4) is on track for publication in early 2016.
2. The publications committee has reviewed several versions of and approved the Bird Records Subcommittee updated 2015 Bird Checklist for publication. That subcommittee is handling getting the checklist printed and distributed.
3. Carolyn has engaged an individual to set up the Open Journal Systems (OJS) manuscript tracking system, and the CFN team is looking forward to the implementation of this, which will simplify and improve efficiency of all aspects of handling manuscripts.

Jeff Saarela

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