

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

November 21, 2016

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

Chair: Fenja Brodo

Directors Present: Annie Bélair, Lynn Ovenden, Gordon Robertson, Henry Steger, Ken Young, Barry Cottam, Eleanor Zurbrigg, Ted Farnworth, Ann MacKenzie, Jakob Mueller, Jeff Saarela, Owen Clarkin, Diane Kitching

Directors Absent: Rémy Poulin, Diane Lepage

Bird Committee Liaison: Mark Patry

1) Minutes of the October 17, 2016 Meeting

Moved by Lynn Ovenden/Eleanor Zurbrigg that the October 17 minutes be accepted with 1 change.

CARRIED

2) Business arising from the October meeting

- a) Internet access: deferred.
- b) New name for building: FWG volunteers are considering this.

3) Communications

- a) A donation of butterflies and bones was added to the display table at FWG.
- b) Ontario Nature, Priya Nagpal and Carlos Barbary sent letters of thanks for OFNC's sponsorship of the September 2016 Youth Summit.
- c) Victoria Dickenson will host a Conversation in Place at FWG this winter.
- d) NatureServe Canada will host the [Biodiversity without Boundaries Conference](#) in Ottawa from April 9-13 2017
- e) Fenja mentioned [a survey](#) about cats and birds in Guelph.

4) Bequest Review

Ann presented a review (Annex 1) of how OFNC has applied the funds received from the estate of Violetta Czasak. The board thanked her for this useful summary

5) Committee Reports

- a) Awards
The deadline for nominations for awards is Nov.30. The committee will meet Dec.5 and prepare its recommendations to present to the Board on Dec.12. Awards Night is Feb.25.

b) Birds – Mark Patry

The Birds Committee met Oct.31. This fall there was no fall bird count nor seedathon. The Christmas Bird Count will be Dec.18. SafeWings is planning an Ottawa Bird Strategy and will coordinate with the Conservation Committee on this.

c) Education & Publicity – Gordon Robertson

The committee met on Nov.3 to see Mark Brenchley's mock-up of a sign-boards. He will build 6 of them for next spring. Gord gave talks to two grade 7 classes at St. Francis Xavier school. At the Can. Museum of Nature's natureSCENE symposium, several local elementary school teachers approached OFNC's display to ask how OFNC could help them provide a nature-experience to their students.

Website Working Group – Lynn Ovenden

The website will be managed by a team consisting of two administrators and several editors, authors and contributors. Each of the editors will be responsible for a specific part of the website.

d) Events – Jakob Mueller

The committee has planned the winter program. Jakob requested suggestions for outings.

e) Finance – Ken Young

Ken is assembling materials to send to Welch LLP accountants for their review and preparation of the annual business statement.

f) FWG – Ted Farnworth

Volunteers were sent surveys in October about their satisfaction with working at FWG. The management committee agreed to present certificates of appreciation to six volunteers at the potluck on Nov.27. The committee intends to replant the pond area next spring with 30 native plant species; they need to find the seeds and a nursery to grow the plants over the winter.

Moved by Ken Young/Ted Farnworth that a transfer be made from the General Fund to the FWG Fund equivalent to expenditures on the pond rehabilitation.

CARRIED

g) Macoun Field Club – Diane Kitching

There are typically 20 children at indoor meetings this year and slightly fewer on field trips.

h) Membership – Henry Steger

Renewal notices have been sent out.

i) Nominations – Ann MacKenzie

Ann distributed a report last week. She asked for suggestions for member-at-large.

j) Publications –Jeff Saarela

The committee will meet with Dwayne Lepitzki Nov. 26. The next issue of CFN will be issued on time though it might be shorter than usual.

T&L – Annie Bélair

The winter issue of T&L is on track. A mock-up for the new T&L design was delivered today.

k) Ontario Nature Canada – Gord Robertson

Gord relayed OFNC’s qualified support for the Quinte club’s resolution.

6) Motion to adjourn

Moved by Gord Robertson/Lynn Ovenden that the meeting be adjourned.

CARRIED

Recording Secretary: Lynn Ovenden

Upcoming Meetings:

December 12

January 10: Annual Business Meeting (at FWG)

January 16

Fenja Brodo
President
Ottawa Field-Naturalists’ Club

Date

Lynn Ovenden
Recording Secretary
Ottawa Field-Naturalists’ Club

Date

Annex 1. Violetta Czasak Bequest Review

November 2016

In 2013 the Ottawa Field-Naturalists' Club received a bequest of the estate of Violetta Czasak which amounted to a net amount of \$ 1,235,233. About half was received in the first year, 2013, with the final deposit in 2016. At the end of 2013, the cash and investments of the OFNC were almost \$600,000. At the end of 2016 they were almost \$ 1,600,000.

Violetta Czasak did not leave any instructions or indications regarding how she wanted her bequest applied. An Ad Hoc Committee was established in January 2014 to assist the Board in determining how the funds should be used. In early 2014 the committee developed the OFNC Bequest Policy. This served as the basis for the approval to support the acquisition (through the Nature Conservancy) of the Gervais property.

In 2015 a slightly revised committee met to consider how the remaining funds should be managed. At this time the final amount of the bequest was still uncertain. The objective was to use the bequest primarily in a manner that would have long term impacts and would be shared among the various activities of the club. The bequest is not being treated as a separate fund but rather forms part of general revenues. As such, there is no formal tracking of expenditures that are the result of the bequest. The extra money has enabled the club to undertake projects that, while desirable, would otherwise have been unaffordable. There may be various views regarding what expenditures should be included in this list and what ones would have been undertaken regardless of the bequest.

The Committee recommended a breakdown of activities and the approximate level of support shown in the titles on the attached list. The expenses shown are not precise but just indications of orders of magnitude. Some of the expenditures reflect costs that will be incurred into the future. The future was assumed to be 10 years except for the support to the school board for which there is an MOU for five years. In total these future plans amount to about \$29,000 per year. The budget for 2016-17 fiscal year estimates that there will be a shortfall of about \$46k of which this \$29k forms a part. Before the Czasak bequest the club was routinely incurring a shortfall.

Therefore, as a result of the Violetta Czasak bequest, the club is in a good position to continue with projects that promote its mandate.

Prepared by Ann MacKenzie for the November 21 Board meeting

Expenditures related to the Violetta Czasak bequest

	Spent	Planned	Total
Land Acquisitions (not to exceed \$400,000)			
Gervais Property in Westmeath (Nature Conservancy)	200,000		200,000
Lost Bay Nature Preserve (Ontario Nature)	5,000		5,000
Sub-total	205,000		205,000
Club Operations (about \$250,000)			
Member survey	7,000		7,000
Website redesign and logo	10,500		10,500
FWG – pond rejuvenation	50,000		50,000
Interpretation Centre – painting and renovating	0,500		10,500
Safe Wings start-up expenses	2,000		2,000
Awards Night – free admission	1,000		1,000
Increase in Honorariums (\$8,000 per year)	8,000	72,000	80,000
Sub-total	89,000		161,000
Support for projects of sister organizations (not included in committee recommendations)			
Nature Canada Bird Fair co-sponsor	3,000		3,000
MVFN (Mississippi Valley club legal costs re Burnt Alvar)	5,000		5,000
Bug Day rentals (2015 & 2016)	2,000		2,000
IPBO (hiring a bander for 2016 season)	4,500		4,500
Friends of the Farm (Printing Blooms)	5,000		5,000
Wild Bird Care Centre (for extra Safe Wings birds)	5,000		5,000
Sub-total	24,500		24,500
Grants to Others (\$ 250,000 over 10 years)			
Research Grants (\$15,000 x 10 years)	30,000	120,000	150,000
Ottawa School Board Outdoor Education (\$5000 x 5 years)	5,000	20,000	25,000
Sub-total	35,000		150,000
Speaker Series (100k over 10 years)			
No project started			
Speakers gift card (monthly meetings) (\$75 x 9mths x 10 yrs)	700	6,300	7,000
Sub-total	700		7,000
Total spent (or planned to be spent) as of Nov 2016	354,200	218,300	572,500