

OFNC Fletcher Wildlife Garden Management Committee — Terms of Reference

Composition

In addition to the Chair, at least five other OFNC members who participate at the FWG or who have been selected according to appropriate skills, and a representative of the Friends of the Farm. Representatives from other organizations may serve on the committee with the approval of the Board of Directors (BoD).

All members of the committee vote on the budget and the disposition of all expenses affecting the Garden.

Mandate

1. To develop and manage the Fletcher Wildlife Garden as a way to demonstrate to residents of the Ottawa area how to create or restore wildlife-friendly habitat and gardens in their neighbourhood, emphasizing the use of plants native to this region.
2. To provide a representative on the Board of Directors to keep it current on the development of the Garden and to seek approval of the BoD for undertakings that affect the club.

Duties

1. Working together with Agriculture and Agri-Food Canada (AAFC) on the basis of Memoranda of Understanding between AAFC and OFNC, to maintain and improve the site.
2. Enhancing the site according to plans which have been approved by AAFC when appropriate.
3. Creating and maintaining sub-committees and working groups, as necessary, who will report to the Committee to assist with carrying out the planning, implementation and management activities for the project.
4. Raising money and coordinating volunteer assistance to ensure the continued development and maintenance of the Garden
5. Informing the BoD about applications for hiring of contract staff, and discussing with the BoD the best way to administer contract funds and obligations.
6. Developing and upgrading, as required, a Strategic Plan to direct future operations.