

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

January 19, 2015

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

Chair: Fenja Brodo

Directors Present: Annie Bélair, Barbara Chouinard, Barry Cottam, Diane Kitching, Alex MacDonald, Ann MacKenzie, Karen McLachlan Hamilton, Lynn Ovenden, Rémy Poulin, Jeff Saarela, Henry Steger, Ken Young, Eleanor Zurbrigg

Directors Absent: Carolyn Callaghan, Julia Cipriani, Owen Clarkin, Louis L'Arrivée

1. Minutes of the December 15, 2014 Meeting

Moved by Annie Bélair/Diane Kitching that the December 15th minutes be accepted as distributed.

CARRIED

2. Dates of BoD Meetings in 2015:

February 16
March 16
April 20
Tuesday, May 19 (because of Victoria Day)
June 15
September 21
October 19
November 16
December 14

3. Communications

- a) The Nature Conservancy of Canada sent a letter to thank the OFNC for its \$200,000 contribution towards the purchase of the Gervais Caves. They also invited OFNC members to visit the property.
ACTION: Fenja to forward the letter to the Events Committee so an outing to the Gervais Caves can be organized.
- b) Kathryn Mikoski, on behalf of her community, wrote to ask the OFNC to support the National Capital Commission's position against the current plan to build the light rail train system along the John A. MacDonald Parkway. Fenja wrote back to say she will forward it to the BoD but will let everyone decide if they want to show their support.
- c) The city of Ottawa is organizing 3 tree workshops to discuss the emerald ash borer and tree replanting options; OFNC's Owen Clarkin will be speaking at one of the events.

4. Committee Reports

a) Awards – Eleanor Zurbrigg

The six nominations for the 2014 OFNC awards were presented by Eleanor. The names will only be disclosed once the awardees have been notified.

MOTION: That the directors approve these six nominations for the 2014 OFNC awards.

Moved by Eleanor Zurbrigg/Ann MacKenzie

CARRIED

b) Education and Publicity – Lynn Ovenden

- i. A survey of members' preferences about the OFNC, especially club activities and how they receive information, is almost ready to send out, by email this week and by mail to about 100 people soon after.
- ii. The Education and Publicity Committee met in December. They welcomed Shelley Morphy and Lucy Patterson to the committee and wished Natalie Sopinka farewell.
- iii. The committee brought OFNC's display to City Hall's Dec 9 'Birds in Winter' talk at Centrepointe.
- iv. They are planning on purchasing of a new pop-up canopy of outdoor events.
- v. They posted a placement for another UOttawa student to prepare reports on club activities for OFNC's blog this semester.

c) Finance – Ken Young

- i. Ken mentioned he presented the financial statements at the Annual Business Meeting on Jan. 13.
- ii. He invited everyone to start thinking about how to use the Czasak bequest.
- iii. There is a backlog of CFN subscriptions and invoices to be processed. Ken is working with Jay Fitzsimmons and Carolyn Callaghan to do this. Eleanor has volunteered to take on the position of CFN Subscription Manager.

d) Publications – Jeff Saarela

Jeff said that the electronic processes of the CFN must still be figured out now that Jay Fitzsimmons has left the committee. They will therefore need to find someone to manage the electronic publication aspect of the journal.

e) Macoun Club – Diane Kitching

Diane said that there had been one indoor meeting and one field trip since the Christmas break, and that the attendance was still good.

f) Membership – Henry Steger

- i. Henry reminded Jeff that some new members need to access the CFN online.
- ii. He added that the membership to Macoun Club families had been given out.

g) Nature Canada – Alex MacDonald

- i. A group of interns from the University of Ottawa's Community Service Learning program are working on finishing the FWG YardMap project.
- ii. A contractor has conducted surveys of naturalists clubs throughout Canada; once the report is ready, Alex will share it with the BoD.
- iii. Nature Canada is planning the 2015 spring Bird Fair.
- iv. BirdLife International has unveiled a new brand for important bird areas (IBAs) throughout the world.
- v. Alex also said that following the BirdLife International meeting in Australia in the fall of 2014, the management is discussing the issue of creating key biodiversity areas which may or may not include the IBAs.
- vi. Alex also asked to add the Lac Deschênes IBA borders to the OFNC map on the wall at the FWG. Everyone agreed.

5. New Business – Czasak Bequest

The BoD discussed ideas for using money from the Czasak bequest.

Jeff Saarela suggested using some of it to fund local research projects. We do need to decide on how to manage the cash flow and how to select proposed projects. Alex also suggested partnering up with larger institutions that could, for example, match our funding.

ACTION: The Publications committee to draft guidelines for project selection.

Another suggestion was to help with the education aspect by paying for buses for nature related school trips or by helping schools achieve the EcoSchool status.

ACTION: Fenja to ask Angela Skevington for advice.

Another idea was to create scholarships.

ACTION: Ann MacKenzie to check on membership of bequest committee and circulate to all directors inviting participation.

6. Communications Plan

Lynn reminded everyone that for the BoD meeting in February, directors were asked to formulate what their committees would like to achieve in the near future and whether they need more people/capacity. This is in connection with the two goals that were chosen for the communications plan the consultant is working on.

7. OFNC Committee Chairs for 2015

Following the approval of the slate of directors at the Annual Business Meeting on January 13, Annie read the nominations for the committee chairs for 2015:

Awards – Eleanor Zurbrigg
 Birds Committee – Chris Traynor (rep on BoD: Rémy Poulin)
 Conservation – Owen Clarkin
 Education and Publicity – Lynn Ovenden
 Events – Julia Cipriani
 Fletcher Wildlife Garden – vacant
 Finance – Barbara Chouinard
 Macoun Club – Rob Lee (rep on BoD: Diane Kitching)
 Membership – Henry Steger

Publications – Jeff Saarela
Editor, CFN – Carolyn Callaghan
Editor, T&L – Karen McLachlan Hamilton

MOTION: That the directors approve this list of OFNC committee chairs for 2015.
Moved by Annie Bélair/Rémy Poulin

CARRIED

8. Welcome Package for New Directors

Ann offered to create an information package for new directors on the BoD. She said she would be distributing something to all directors asking for their ideas on what should be included in the package. She also said that the newer members (Jeff, Alex and Louis) could be very helpful in determining the contents.

ACTION: Ann MacKenzie to distribute to directors a list of possible contents in an information package and seek their comments.

9. Motion to adjourn

Moved by Eleanor Zurbrigg/Alex MacDonald that the meeting be adjourned at 8:55 p.m.

CARRIED

Recording Secretary: Annie Bélair

Meetings in 2015 at FWG:

February 16
March 16
April 20
Tuesday, May 19
June 15
September 21
October 19
November 16
December 14