

Ottawa Field-Naturalists' Club

Board of Directors Meeting

May 16, 2022 – 7:00 p.m.

Minutes

Chair: Jakob Mueller

Present: Annie Bélair, Owen Clarkin, Catherine Hessien, Aly Hyder Ali, Kerri Keith, Diane Kitching, Diane Lepage, Janette Niwa, Gord Robertson, Ken Young

Absent: Bob Cermak, Ted Farnworth, Ann MacKenzie, Elizabeth Moore, Eleanor Zurbrigg

Guests: Dwayne Lepitzki (supply chain issues and the CFN), Lorraine Elworthy (representing Birds Committee)

1. Approval of the Agenda

An item was added: Payment rates for Contract Publication Services, otherwise approved as circulated.

2. Acceptance of Minutes of April 18, 2022

Moved by Ken Young, seconded by Janette Niwa, that the minutes of the April 18, 2022 meeting be accepted.

CARRIED

3. Business Arising from the Minutes

a) Compound Microscope Donation

Still waiting for feedback.

b) NatureHood Initiative

Deb Doherty discussed the project with Ann MacKenzie and Gord Robertson, and decided against asking the OFNC for funding at this time.

Jakob noted that we should be looking for other opportunities to do outreach to disadvantaged communities. Hopefully as well, Deb will be able to return with an updated NatureHood proposal.

4. Communications

Details of mail received were circulated by email.

5. Treasurer's Report

Ann had nothing to report.

6. Issues for Discussion

a) CFN affected by supply chain issues

Dwayne Lepitzki, Editor-in-Chief of the CFN, informed the Board about how supply chain problems were affecting the CFN.

The type of paper stock we normally use (coated stock) is in short supply, probably not available until the end of July, and at a higher price. Uncoated stock would produce poor quality images (and was also not readily available). Gilmore suggested using digital printing, which is actually slightly less expensive than coated stock, and involves a simpler editorial process. The quality is similar to coated stock.

If the CFN converted permanently to digital printing the cost structure for the publication would change, in ways that are not clear. It might be possible to drop the extra charge for the use of colour in articles.

b) Payment rates for Contract Publication Services

Ken Young presented information about the payments made for some of the editorial and production services involved in producing the CFN and T&L. The amounts paid have not been adjusted for some time. He proposes that these amounts be increased to reflect inflation in the period since they were established. In addition, the recommendations include additional amounts that reflect the changing nature of the CFN Editor-in-Chief and the T&L Editor. In the former case, much more time needs to be spent recruiting associate editors and reviewers. In the latter case, the technical aspects of producing T&L, and the time needed to obtain articles has increased.

In the past, editors performed their role as a part of their professional responsibilities, effectively as part of their public service employment. Now it is because, partly if not entirely, it is the way they earn their living as contractors.

Ken noted that we wished to keep the arrangement that these are payments for business services by independent contractors.

Not all services involved in the production of CFN and T&L are covered by this motion. The services included are the positions that have come before the Board in the past and are currently being paid.

It does not include the CFN subscription manager, author charge manager, or book review editor, since these are currently being performed by volunteers. It does not include services done by commercial businesses that set their own prices, such as copy editing (Proofread Canada, Sandy Garland), printing (Gilmore), and mailing (BMR and Canada Post).

In order to reflect the "business service" aspect of the relationship, the references in the motion are to issues and volumes, not years. The contract escalator clause (3) reflects that. Note that if there is deflation, rates are not reduced.

Full details of the calculations are Appendix 1 of these minutes.

Because the motion involves the payment of money, it will be voted on at the June Board meeting, to allow time for consideration.

Moved by Ken Young, seconded by Catherine Hessian, that:

- 1) The payments currently made to specified providers of contract publication services be increased to account for inflation, and to reflect changes in the nature of the services performed;
- 2) The payments be effective with issue 136(1) of The Canadian Field-Naturalist and issue 56(3) of Trail & Landscape;
- 3) Cost-of-living adjustments to the rates will be made for each future volume, beginning with issue 137(1) of The Canadian Field-Naturalist and issue 57(1) of Trail & Landscape, reflecting any increases in the Consumer Price Index.
- 4) The services affected by this motion are:
 - a) Editor-in-Chief, CFN
 - b) Assistant Editor, CFN
 - c) Layout, CFN
 - d) Online Journal Manager, CFN
 - e) Indexing, CFN
 - f) Editor, T&L
- 5) The amounts proposed are:
 - a) Editor-in-Chief, CFN: 6,250 per issue

b) Assistant Editor, CFN:	1,500	per issue
c) Layout, CFN:	26	per page
d) Online Journal Manager, CFN:	450	per issue
e) Indexing, CFN:	600	per volume
f) Editor, T&L:	2,000	per issue

7. Committee Updates

a) Awards

Eleanor (by email): nothing to report

b) Birds

Bob has prepared a promo for the Alan Wormington Memorial Camp for Young Birders and Naturalists week.

c) Conservation

Morris Island

The one-day bioblitz event will be held on July 9. Owen is organizing experts. OPG will provide refreshments. They've also agreed to have a one-year inventory process, starting with the bioblitz.

Lavigne Natural Park

The OFNC has led a project to help document the biodiversity of this site (in Clarence-Rockland) over the last two years. This is wrapping up, although additional visits are planned. A report will be prepared. This location is supports populations of regionally uncommon plants such as Red Spruce, Field Milkwort, and Arctic Stag's Horn Clubmoss.

d) Education & Publicity

Gord reported that Fenja Brodo and Robin Molnar set up a booth at the Migratory Bird Day event at the Ron Kolbus Centre on May 14.

Tours of the FWG are being arranged for some groups.

Gord was able to see the Victoria NatureHood operation. He collected some materials and will see about doing something similar.

Moved by Gordon Robertson, seconded by Diane Lepage, that Deb Doherty be appointed as a member of the Education & Publicity Committee.

CARRIED

e) Events

Jakob reported that all events were well-attended.

Parks Canada wants help with a camping program for people unfamiliar with camping, such as immigrants. They would like help with displays and guided walks. We need more details but would like to help.

f) Finance

Ken - nothing to report.

g) Fletcher Wildlife Garden

Ted is recruiting volunteers for the Fletcher and so cannot attend the Board meeting. He circulated the following report by email:

1. A successful Jane's Walk was held at the Fletcher last Sunday;
2. All the work teams have started up for the season;
3. Plant sales activities speeding up;
4. Dangerous trees along the pathways have been removed by Ag Canada; other trees in the woods are in the process of being cut down by Ag Canada;
5. Many of the "No Parking" signs put up last year by Ag Canada have been removed. Parking issues have eased a bit.

h) Macoun Club

Diane K reported that there have been three field trips. Several people went to the event at Brewer Park. They would very much like to resume indoor meetings at the Fletcher Interpretive Centre, but still don't know when that will be possible.

i) Membership

Kerri suggests that a FAQ be created for use on the website. There are many common questions (e.g., what is a family membership?).

Action: Jakob will organize getting the questions and answers, and ask Gord to post prepare a page on the website.

There is a problem where new members expect a quicker acknowledgement when they purchase a membership. Something prominent is needed so that new members know that this could take some time.

j) Ontario Nature

Their annual meeting is June 11; it will be virtual.

k) Publications

Annie is working on issue 56(3) of T&L.

She has had success recently in getting some of the reports for older research grants (2017 and 2018).

l) Safe Wings Ottawa

Janette's monthly report, circulated by email, is:

Communications

- Avian Influenza: continue to post information PSAs focusing on the symptoms to help the public decide which birds are likely to have it and which can be helped.

Volunteer activities

- Naturehood/Britannia Woods Community House (BWCH): no longer submitting proposal
- uOttawa – have 3 new volunteers to patrol campus and hope to start another mural working with the office of Indigenous services for the fall season.
- LRT bus shelter study report ready to be sent to OC Transpo, the City of Ottawa and our Stage II contact.

Collision Data

- Data being compiled for report preparation.

Annual display, specimens

- Looking for coordinator and plans for display
- 2022 specimen storage – 2 new freezers (Vars and Orleans)

- Looking for someone in central location to take one of Anouk's freezers for centralized drop of live and dead specimens.

Events

Completed:

- CSE/ Green Mobilization Network April 21, Willow and Anouk presented
- Jane's Walk May 7
- World Migratory Bird Day May 14.

Advocacy

- Awaiting response from Environment and Climate Change Canada on 200 Kent submission
- Sent Bird Friendly strategies to several new buildings.
- The City has shared one-year report on the Bird Friendly Design Guidelines; there has been some progress but the guidelines only apply to buildings approved after the guidelines were passed.
- Carleton is making some changes; they will be using dBird (<https://dbird.org/>) to report window collisions
- City of Victoria has recently passed Bird Friendly guidelines
- Looking for new advocacy volunteers

Rehab

- Avian influenza has been occupying much of SW's time
 - Altered operations this spring; cannot accept any ducks, geese, gulls, or other water birds.
 - We are working with the WBCC and Canadian Wildlife Service (CWS) to develop plans for ducklings and what to do with birds that need to be euthanized that do not have avian flu:
 - With the WBCC not taking in orphaned waterfowl this year, SW has worked on a small-scale temporary care solution for orphaned ducks (ducks require a longer care period; goslings can be "adopted" by other geese)
 - Small set-up for maybe a few dozen ducklings (vs WBCC's normal year handling upwards of 150)
 - Pens to be set-up and ducklings fed/watered/cleaned daily in conjunction with Holly's Haven, an experienced mammal rehabber who has done bird releases for Sandy Pines; will be added to SW foster permit for spring/summer through to July
 - The location is rural and far from any other domestic or commercial flocks

- Based on information and consultation with CWS, working with the ducklings will not be more risky than other SW volunteer activities
- Precautions being taken: voluntary participation (not for individuals with birds/who access farms) required masks, gloves, eye protection
- Ducklings will go to the centre after a 7-10-day quarantine with Christina; each cohort tagged and housed in a separate location away from collision victims in care
- Note that most Canadian & US rehab centres in Canada and the US continue taking in orphaned waterfowl with no AI symptoms and non-symptomatic adults
- Alternative is to leave/put ducklings back in the water and hope for the best (pretty much a death sentence); also very concerned about the impact it would have to ask our volunteers to give that advice, given other rehabbers in the area still taking water fowl and that the risk with ducklings is low
- Central drop off/ Rehab help
 - As of July Anouk will not be available as a rehabber or a drop-off point.
 - Have some offers but need more for a location close to downtown where birds found on patrol can be left until they can be transferred to the WBCC

Strategic Planning

- List created to prioritize activities over the next year plus
- Soliciting more support in many areas – contact SW with interest

8. Other Business

a) Posting of Documents

It was noted that some pages on the OFNC website need updating. The pages for minutes of the Board of Directors, the minutes of the Annual Business Meeting, and lists of committee members have various problems of missing links, broken links and outdated information.

Action: Ken will speak with Elizabeth about the Board minutes; Ken will speak with Dwayne about the ABM minutes; Annie will update the committee rosters.

9. Adjournment

There being no further business, the meeting was adjourned

Recording Secretary: Elizabeth Moore

Minutes prepared by Ken Young

Upcoming Meeting Dates

June 20, 2022

Appendix 1: Payment rates for Contract Publication Services

Contract	Current amount negotiated in:	Current amount \$	Per	CPI change (Note 1) %	With CPI applied \$	Suggested new amount \$	Additional cost per volume \$
CFN							
Editor (Dwayne Lepitzki)	2016	3,750	issue	16.42	4,366	6,250	10,000
Assistant Editor (Amanda Martin)	2016	1,250	issue	16.42	1,455	1,500	1,000
Layout (Robert Forsyth)	2019	24	page	9.97	26	26	800
OJS maintenance (Bill Halliday)	2017	375	issue	14.63	430	450	300
Indexing (Bill Halliday)	2016	500	volume	16.42	582	600	100
Total							12,200
T&L							
Editor (Annie Bélair)	2016	1,250	issue	16.42	1,455	2,000	3,000

Notes:

1. Based on <https://www.bankofcanada.ca/rates/related/inflation-calculator/>
2. Prepared by Ken Young, 2022-05-16