

145<sup>th</sup> Annual Business Meeting  
of The Ottawa Field Naturalists' Club  
January 10, 2024  
7:30 p.m.

## **Notice of Meeting and Registration Procedure**

The Annual Business Meeting of The Ottawa Field Naturalists' Club will be held on Wednesday, January 10, 2024 at 7:30 p.m.

This year, members will decide a very important matter — whether to adopt new articles of incorporation and by-laws.

As well, members will review the activities of the Club during the past year. The financial situation of the Club will be presented, and members will elect the Board of Directors for the coming year. Committee reports will be tabled that describe the activities of the Club during the year.

After the business meeting is concluded, there will be a fun quiz to test your skills at identifying flora and fauna.

Before the meeting, members can download the agenda, proposed articles of amendment, proposed by-laws, financial statements, annual committee reports and nominations for the Board of Directors from the events page on our website, [ofnc.ca/ofnc-calendar](https://ofnc.ca/ofnc-calendar).

### **Online Meeting**

We hold the Annual Business Meeting online. Our experience has been that attendance is much higher than with in-person meetings.

The meeting will be conducted using Zoom, which is a video-conferencing tool. You will need to have a (free) Zoom account, and you will need to install the Zoom app on either your computer, tablet or smartphone. Please go to <https://zoom.us> to sign up and download the app.

### **Registration**

The Ontario Not-for-Profit Corporations Act requires us to ensure that all participants in the meeting are members of the Club. The only way that we can do this with reasonable security and simplicity is to require registration before the meeting, through Zoom.

Each participant needs to register beforehand, with your name and the email address associated with your Zoom account. To register, please click on the link below and complete the form; you'll need to provide your name and email address. The email address should be the one associated with your Zoom account.

If you have a family membership and more than one member of the family wishes to participate as a voting member, each family member needs to register separately (with a separate email address and associated Zoom account).

**Important: Please register when you know you will want to attend. Attempts to register on the day of the meeting will probably not work.**

Clicking on this link will take you to the registration form:

[us02web.zoom.us/meeting/register/tZluceutrTwqHNFJGKUMpvYFJLJgsv6KAdPe](https://us02web.zoom.us/join/zoom-join?from=register&url=us02web.zoom.us/meeting/register/tZluceutrTwqHNFJGKUMpvYFJLJgsv6KAdPe)

After your membership has been confirmed, we will email you a **personal** link which will be unique to the email address that you used to register. You'll use this personal link to join the meeting on January 10.

### **Questions?**

Contact the meeting host (Ken Young) at email [young058@gmail.com](mailto:young058@gmail.com).