

144th Annual Business Meeting
of The Ottawa Field Naturalists' Club
January 10, 2023

Minutes (DRAFT)

Held by Zoom meeting

Chairperson: Jakob Mueller, President

The Zoom meeting was attended by 50 participants. The minutes of the 2022 ABM, the Financial Statements, Treasurer's Report, and Annual Reports of the Ottawa Field-Naturalists' Club (OFNC) Committees for 2021–2022 had previously been available on the Club's website. During the meeting, relevant documents were shared via Zoom.

Jakob Mueller called the meeting to order at 7:35 p.m. and welcomed the participants.

The Zoom host, Ken Young, explained how the Zoom meeting and voting would work.

1. Approval of the Agenda

It was moved by Elizabeth Moore, seconded by Diane Lepage, that the Agenda be accepted as distributed.

Carried

2. Minutes of the Previous Annual Business Meeting (ABM)

It was moved by Elizabeth Moore, seconded by Ken Young, that the minutes of the 143rd ABM be accepted as distributed and published in The Canadian Field Naturalist (CFN).

Carried

3. Business Arising from the Minutes

None

4. Treasurer's Report by Ann Mackenzie

The Treasurer, Ann MacKenzie, presented the financial statements to the members. These statements had been reviewed by the accountants, Welch LLP, and were available prior to the meeting on the website. They show that the OFNC is in a good financial position with revenues exceeding expenses again this year.

While the current situation looks positive, Ann pointed out that it was not likely to be the case in future years. The revenue in 2021–2022 was particularly high because of three 'extra', non-recurring items. One was a bequest of \$9470 from the estate of Betty Marwood.

Another was a \$5000 donation for Safe Wings to upgrade their computer systems and a third was the transfer of assets from a charity which was folding. As a result, revenues in 2021–2022 were higher than they are likely to be in subsequent years.

Looking ahead there are several areas where expenses are forecast to be higher. One big item is the cost of producing the two publications, CFN and Trail & Landscape. Research grants are increasing from \$15 000 per year to \$20 000 per year. The OFNC has also resumed its Memorandum of Understanding with the school board to provide \$5000 to pay for additional buses for students to visit the Outdoor Education Centre. Various administrative expenses are also increasing. In total expenses are forecast to be considerably greater in future years.

With lower revenues and higher expenses the OFNC is expected to have a deficit next year and in the following years. The substantial asset base the Club enjoys should allow it to continue to offer its full range of activities and services to the Ottawa community and naturalists farther afield in keeping with its mission and objectives.

It was moved by Ann MacKenzie, seconded by Ken Young, that the Financial Statements be accepted as a fair representation of the financial position of the Club as of 30 September 2022.

Carried

Approved financial statements available online at: (URL of the supplement posted at CFN to be added).

5. Nomination of the Accounting Firm

It was moved by Ann MacKenzie, seconded by Ken Young, that the accounting firm of Welch LLP be contracted to conduct a review of the OFNC's accounts for the fiscal year ending 30 September 2023.

Carried

6. Committee Annual Reports

It was moved by Elizabeth Moore, seconded by Janette Niwa, that the Committee Annual Reports be accepted as distributed.

Carried

7. Report of the Nominating Committee by Diane Lepage (Chair)

The Board has small changes from last year. Bob Cermak, until recently Chair of the Birds Committee, and Diane Kitching, Macoun Club Representative, have indicated that they wish to step down from the Board.

Two new additions to the slate are Derek Dunnett, new Chair of the Birds Committee, and Morgan McAteer, a member of the Macoun Club Committee.

Relevant Excerpts from the OFNC Constitution (revised February 2000)

Article 8 – The Council shall consist of the officers of the Club and up to eighteen additional members, all members of the Club.

Article 12 – The officers of the Club and other members of the Council shall be elected annually at the Annual Business Meeting. The nomination of sufficient persons for election to the various offices and membership of the Council shall be the responsibility of the Nominating Committee, which shall act in the manner prescribed in the By-Laws.

The Council shall, at the earliest possible date, appoint chairs and members of Standing and ad hoc committees and Editor and Business Managers, as required for club publications.

Slate of Nominees for Officers and Other Members of the Board of Directors

| Officer | Position |
|-----------------|---------------------|
| Jakob Mueller | President |
| Owen Clarkin | 1st Vice President |
| (vacant) | 2nd Vice President |
| Elizabeth Moore | Recording Secretary |
| Ann MacKenzie | Treasurer |

Other Members of the Board of Directors (in alphabetical order)

Annie Bélair
Derek Dunnett
Edward Farnworth
Catherine Hessian
Kerri Keith
Diane Lepage
Morgan McAteer
Janette Niwa
Gordon Robertson
Ken Young
Eleanor Zurbrigg

It was moved by Diane Lepage, seconded by Ann MacKenzie, that the slate of nominees be accepted as Officers and other Members of the Board of Directors of the OFNC for 2023.

Carried

Nominating Committee suggestions to the Board of Directors for Chairs of Committees and Other Positions

At its first meeting after the ABM, the newly-elected Board of Directors will appoint people to various positions, in particular to be chairs of standing committees. For some standing committees, the Board will appoint a director to represent the committee on the Board. The Nominating Committee suggests that directors be appointed to the following positions:

| | |
|---|-------------------|
| Awards Committee, Chair | Eleanor Zurbrigg |
| Birds Committee, Chair | Derek Dunnett |
| Conservation Committee, Chair | Owen Clarkin |
| Education & Publicity Committee, Chair | Gordon Robertson |
| Events Committee, Chair | Jakob Mueller |
| Finance Committee, Chair | Ken Young |
| Fletcher Wildlife Garden Committee, Representative to the Board | Edward Farnworth |
| Investment Manager | Catherine Hessian |
| Macoun Field Club, Representative to the Board | Morgan McAteer |
| Membership Committee, Chair | Kerri Keith |
| Ontario Nature Representative | Jakob Mueller |
| Publications Committee, Representative to the Board | Annie Bélair |
| Safe Wings Ottawa, Representative to the Board | Janette Niwa |
| Trail & Landscape, Editor | Annie Bélair |

Other Positions, of People Not on the Board of Directors

Not all positions are filled by directors. The Nominating Committee suggests that the Board appoint the following people to the positions named:

| | |
|-----------------------------------|-----------------|
| Canadian Field-Naturalist, Editor | Dwayne Lepitzki |
| Macoun Field Club, Chair | Rob Lee |
| Publications Committee, Chair | Jeff Saarela |
| Webmaster | Sandra Garland |

Note: The Fletcher Wildlife Garden Committee and Safe Wings Ottawa do not have a permanent chair. The responsibility rotates among senior members of these committees.

Jakob acknowledged the significant contributions of several members who have stepped down from the Board this year:

Anouk Hoedeman – founder and previous Chair of Safe Wings Ottawa

Henry Steger – long-time Chair of the Membership Committee

Diane Kitching – Macoun Club representative for many years

Bob Cermak – previous Chair of Birds Committee

8. New Business and General Discussion

Gord Robertson drew the attention of the meeting to the social media icons on the Club's web page. In addition to its previously existing Facebook and Twitter accounts, the Club has recently added Instagram.

Morgan McAteer noted that the Instagram page shows mainly wildlife pictures from the Fletcher Wildlife Garden and inquired whether there are any plans to expand this to for example Club trips. Henry Robertson suggested that it would be nice to be able to submit any wildlife photos from the area. Jakob responded that the account is new and its role is still being figured out. Deb Doherty suggested a link with the University of Ottawa students who are involved with Safe Wings.

Patrick Jarmuske inquired whether the Club has a relationship with the Ottawa Wildflower Seed Library. Owen Clarkin responded that the Club does have some recent contact through its collaboration with Canadensis Botanical Garden

9. Adjournment

It was moved by Elizabeth Moore, seconded by Eleanor Zurbrigg, that the meeting be adjourned.

Carried

ELIZABETH MOORE

Recording Secretary

Post-business presentations

After the meeting was adjourned, Diane Lepage presented a multiple choice identification quiz based on some of her lovely wildlife photographs.