

Minutes of the 133rd Annual Business Meeting of The Ottawa Field-Naturalists' Club January 10, 2012

Place and time: Fletcher Wildlife Garden, Ottawa, Ontario, 7:00 pm
Chairperson: Ann MacKenzie, President

Attendees spent the first half-hour reviewing the minutes of the previous ABM, the Treasurer's report and the OFNC committees' annual reports for 2011. The meeting was called to order at 7:30 pm with some opening remarks from the President.

1. Minutes of the Previous Meeting

It was moved by Annie Bélair and seconded by David Hobden that the minutes of the 132nd Annual Business Meeting be accepted with the following corrections:

- a. Item #6, "Nomination of the Auditor", should read "Nomination of the Financial Reviewer".
- b. The year stated in the motion to accept the slate of nominees as members of the Council for 2010 should be replaced by 2011.

Carried

2. Business Arising from the Minutes

- a. It was suggested that a way of allowing club members to express their opinion to Council should be found. During the year, Council tried out social media BigTent, but didn't feel that it would appeal to members. Therefore, there is no mechanism at the moment for members and Council to have an on-line discussion.
- b. In October 2011, Council agreed to offer a student membership for \$20 to full-time, post-secondary students. This new membership category was included in the membership renewal forms at the end of the year.

3. Communications Relating to the Annual Business Meeting

There were no communications relating to the Annual Business Meeting.

4. Treasurer's Report – Frank Pope

Frank began by saying that printed copies of the financial statements were available at the meeting and an electronic copy was also available upon request.

He then thanked Wendi Mosher of Mosher Book-keeping for compiling the data necessary for the financial report, Ann MacKenzie for reviewing the draft financial statements, Mark Patry of Welch LLP for doing the financial review and Alan German for preparing the charts in his presentation. He also thanked the volunteers at the Fletcher Wildlife Garden, who, through an agreement with the Central Experimental Farm, pay

the rent for this property and these facilities by sweat labour. He said that this was but one example of the many volunteer hours that go into running the club.

Frank then announced that the club was in a good financial position in spite of heavy expenditures on the Canadian Field-Naturalist. He presented the salient points of the financial statements in 5 charts. The first showed net assets, the next two revenues and expenditures for the club and the last two, revenues and expenditures for the Canadian Field-Naturalist. He said that the current deficit in publishing the Canadian field-Naturalist was due to the publication of 6 issues in 2011 and the introduction of an electronic edition.

Frank then leafed through the financial statements, briefly explaining each page.

It was moved by Frank Pope that this financial statement be accepted as a fair representation of the financial position of the Club as of September 30, 2011.

Seconded by Diane Lepage.

Discussion:

- a. Henry Steger, chair of the Membership Committee, pointed out that it was odd that the revenue from memberships was \$5000 lower in 2011 than in 2010, despite the rise in fees. **ACTION:** Frank to investigate and report back.
- b. Ian Whyte commented that it would be better to use the OFNC's money for conservation instead of putting it into bonds; that the club's mandate is to conserve and protect nature. Ann pointed out that on top of having a large deficit to manage in the last many years, there are many unknowns related to the CFN; the Finance Committee still feels the need to be cautious. Frank added that the OFNC still has donated \$128 000 over the last two years towards the purchase of land for conservation. Ken Young, outgoing chair of the Conservation Committee, pointed out that in some cases, the relatively small amounts of funding the OFNC could provide to help fight urban development, for example, would not be sufficient; political action is required in these situations. However, the OFNC does support education and information sharing, the Canadian Field-Naturalist being an outstanding example.

- c. There was mention of the fact that the club operated on a calendar year except for the financial records which are on a fiscal year of October 1st to September 31st. It was suggested that we might revisit this situation to assess the implications of using the same year end for both.

Motion carried with 1 opposed.

5. Committee Reports

Ann MacKenzie asked for questions and comments on the 2011 committee reports which had been distributed to the attendees.

Moved by Diane Lepage and seconded by Diane Kitching that the reports be accepted as distributed.

Carried

6. Nomination of the Financial Reviewer

Moved by Frank Pope and seconded by Diane Lepage that the accounting firm of Welch LLP be nominated to conduct a review of the OFNC’s accounts for the 2010-11 fiscal year.

Carried

7. Report of the Nominating Committee – E. Zurbrigg

SLATE PROPOSED BY THE NOMINATING COMMITTEE

First motion: Moved by Eleanor Zurbrigg and seconded by Karen McLachlan Hamilton that the first format of the slate be accepted as members of the Council of the OFNC for 2012.

The format of the slate was modified during the meeting: the name of committee chairs not on Council, duplicate names and the name of the committees were removed. The revised slate is presented below.

NOMINATIONS FOR OFNC COUNCIL 2012
(* indicates a change from 2011)

Officers

President	Ann MacKenzie
1st Vice President	Fenja Brodo
2nd Vice President	Jeff Skevington
Recording Secretary	Annie Bélair
Treasurer	Ken Young*

Council members

Dan Brunton	Carolyn Callaghan
Barbara Chouinard	Don Hackett*
David Hobden	Diane Kitching
Diane Lepage	Karen McLachlan Hamilton
Remy Poulin	Jeff Saarela
Henry Steger	Chris Traynor
Yi Zhang*	Eleanor Zurbrigg

Second motion: Moved by Eleanor Zurbrigg and seconded by Ian Whyte that the revised slate (as presented here) be accepted as members of the Council of the OFNC for 2012.

Carried

8. New Business

Frank Pope is retiring from Council, after 32 years! Ann thanked him deeply and said that a tribute will appear in the Trail & Landscape and in the CFN. She gave him the 6th edition of the *National Geographic Field Guide to the Birds of North America* as a thank you gift.

Frank thanked everyone for their support over the years. He said that we have a great club, good people; he enjoyed the experience and was proud to be a member of the club.

9. Adjournment

Moved by Diane Kitching and seconded by David Hobden that the meeting be adjourned at 8:45 pm.

Carried

ANNIE BÉLAIR
Recording Secretary

ADDENDUM

During the Treasurer’s Report at the ABM, Henry Steger noticed that the revenue from memberships was about \$5,000 higher in 2010 than in 2011, and said that that was very unlikely since the fees had increased. The fiscal year 2010-2011 Financial Statements show revenues from Membership fees of \$32,412 and \$37,414 for 2011 and 2010 respectively, a decrease of \$5,002.

For the fiscal year 2009-10 an allocation of \$13,264 was made for accounting purposes for life members who had paid a lump sum for their perpetual membership. This had not been done in previous years so it was a catch up of several years and greatly increased the amount shown for membership. In 2010-11 the allocation was only a one year allocation of \$2,120. Without these allocations past membership revenue was \$23,547(2009), \$24,150(2010) and \$30,292(2011). The club is no longer offering life memberships.

The Ottawa Field-Naturalists' Club 2010-2011 Annual Reports

Awards Committee

The Awards Committee met once in 2011 to select recipients for the Club's seven awards. Committee members prepared the citations for each recipient, which outline the many ways in which the person had distinguished herself or himself by accomplishments in the field of natural history and conservation, or by extraordinary activity within the Club. The awards were presented at the Club's annual Soiree in April.

ELEANOR ZURBRIGG
Chair, Awards Committee

Birds Committee

The Birds Committee organized the Fall Bird Count and along with the Club des Ornithologues de l'Outaouais participated in the 2010 Christmas Bird Count. The annual Peregrine Falcon Watch did not go ahead for the second straight year due to egg failure. The seed-a-thon was successful in raising money to operate the club's bird feeders. The committee continues to operate a rare bird alert and the Ottawa bird status line, a recorded telephone message of current bird sightings. Several committee members handle the large number of bird identification requests that come in to the club via its website. The Bird Record Subcommittee met during the year to review rare bird reports and continues to work on an extensive database of Ottawa bird records.

CHRIS TRAYNOR
Chair, Birds Committee

Conservation Committee

1. NCC Greenbelt Master Plan Review

The Greenbelt Master Plan Review being conducted by the National Capital Commission will shape the future of the Greenbelt in the decades to come. The Conservation Committee participates in the Greenbelt Coalition in order to monitor the progress of the review and attempt to influence it.

In April, 2011, the NCC and the City of Ottawa announced a "Joint Study to Assess Cumulative Effects of Transportation Infrastructure on the National Capital Greenbelt". The purpose of this study is for the City to lobby the NCC to permit additional roads and/or the widening of existing roads through the Greenbelt. Stony Swamp is one of the threatened areas, with either a widening of Richmond Road or a new road across the south end in the cards.

In May, 2011, the NCC released "strategic statements and preliminary land use concepts that will guide the future of the Greenbelt until 2060". Greenbelt Coalition members were disappointed with the limited nature of the proposed concepts. None involve more than marginal changes to the Greenbelt. During the public consultation on these proposals, the Greenbelt Coalition urged that a larger-scale expansion of the Greenbelt be undertaken. We proposed that significant natural spaces be added to the Greenbelt system, such as the Carp Hills/South March Highlands. The current review of the Master Plan is the time to establish that strategy.

2. Development of the South March Highlands

Attempts to stop further development in the South March Highlands were unsuccessful, and KNL Developments began land clearing over the winter. However, there was good news in September, with the announcement by the Ministry of Natural Resources that the Kizell Drain Wetland Complex is a provincially significant wetland (psw). KNL was planning to use the Kizell Drain, which feeds into Beaver Pond, to drain its development. That cannot be done to a psw.

3. Other Activities

Rideau Corridor Landscape Strategy

Parks Canada is conducting a project called the "Rideau Corridor Landscape Strategy". The project stems from the designation of the canal system as a World Heritage Site, and concerns the "visual character" of the canal system. An organization called the Rideau Roundtable is coordinating the response from environmental organizations, in order to make our input effective. An exploratory meeting was held on April 5, 2011, which Ken Young attended. Kingston Field Naturalists also sent a representative.

Use of Wild Raptors in Falconry

The Conservation Committee drafted letters for the President's signature opposing the use of wild raptors in falconry in Ontario.

Carp Hills-South March Highlands BioBlitz

On May 28, a bioblitz was held in the Carp Hills and South March Highlands. The OFNC provided some support with publicity, and some members participated in the fieldwork. The Education & Publicity Committee presented a display at the Carp Farmers' Market, from which the bioblitz was conducted.

University of Ottawa Student Request

Advice was provided to a University of Ottawa student interested in doing a project involving recreation and the environment.

KEN YOUNG
Chair, Conservation Committee

Education & Publicity Committee

This committee met six times this year, mostly to prepare for exhibits for various venues. We staff a sales table at all of our monthly meetings.

Wildlife Festival, Billings Bridge, Saturday, March 26th, 2011

Three meetings were devoted to creating our exhibit on the theme "The Boreal Forest." Six volunteers staffed our table. The amount of foot traffic and interest in our display made this event worthwhile.

OFNC Soirée April 16, 2011

Our Boreal Forest Exhibit was on display.

Carp Farmers' Market & Carp Bioblitz Saturday May 28th

Three volunteers staffed our table that featured our "Boreal Forest" display and other OFNC material.

EcoFair, Saturday September 17th at Carleton University Fieldhouse

Six volunteers staffed our booth that featured our Boreal Forest display as well as information on all our club activities. A new venue and new time slot (previously in the spring) resulted in a lower attendance, however, those that came were very interested in our and the other exhibits. We used the Club computer to run a continuous slide show.

"Meet the Experts", Canadian Museum of Nature, November 26th & 27th

We shall be show-casing our Club and its many activities to complement the Museum's show casing the expertise and knowledge of their staff. Twelve volunteers sought to staff our tables.

Ottawa Regional Science Fair, Saturday 2 April

Our judges found worthy recipients for our prizes and wrote this event up for *T&L*.

We field many requests, usually coming from our webpage, for trip leaders or speakers. This year we supplied people for the following events:

- Jane Jacob's Walk, May 7 & 8.
- Kiwanis Club, birding talk, May 25
- Environment week, Federal Government, June 6th.
- Royal Visit: July 2, Macoun Field—Club and Fletcher Wildlife Garden members honoured.
- Organized 2 nature walks for AJA 50+
- Amica at Westboro Park, presentation on local birds.
- Pinhey's Point, afternoon birding walk, April 16th.
- Earth Day, OFNC exhibit, NCC Lobby, 8–2:00 p.m.
- Ottawa Riverkeeper event, Victoria Island, Sept. 25th.

FENJA BRODO

Chair, Education & Publicity Committee

Excursions and Lectures Committee

We would like to take this opportunity to thank the many volunteers who provided the excellent slate of activities in 2011. Over the course of the year, club members coordinated and/or led 59 events: 44 outings, nine monthly meetings, four workshops, a business meeting, and our annual party (Soirée). This is an impressive number and diversity of events. If you enjoyed a talk or outing, we encourage you to let your leader know! Our events explored a diverse range of natural history: birds (25), general natural history (13), botany (4), insects (4), mycology (3), natural history by canoe (2), geology (2), amphibians (1), fish (1), lichens (1), mammals (1), photography (1) and club business (1). Planning such a large number of events requires a constant supply of both leaders and ideas. If you would like to lead or co-lead an event in 2012, please contact one of us and let us know what you propose. Even if you don't have any specific ideas, or have not led an event before but would like to get involved, just let us know. Although in Ottawa we are fortunate to have many experts as leaders, you do not have to be an expert to lead an outing! Participants are also often knowledgeable and many great outings are a collective effort. We are similarly interested in hearing about ideas for monthly speakers, or workshops of interest to members. Please speak to us at an upcoming event, or contact the following email address(es): Jeff Skevington (jhskevington@gmail.com), Holly Bickerton (hbickerton@hotmail.com), Fenja Brodo, Julia Cipriani and Hume Douglas (Excursions and Lectures committee members).

JEFF SKEVINGTON

Chair, Excursions and Lectures Committee

Finance Committee

In addition to the other changes within OFNC this year, OFNC's accounting/financial systems also underwent major restructuring. The Finance Committee met several times during the year to consider the logistics and systems in respect of the changes. The year ended with online membership registration, a new bookkeeper and new auditor. In addition, systems were set up for the new online revenue process, the deposit process, the payables processing and financial reporting. These initiatives took the work of many individuals not just from the Finance Committee but across the committees

to plan, program and work out the details. A very complicated year for the club's accounting and financial information systems and the process is not yet done.

The last Finance Committee meeting concentrated on fiscal responsibility and the 2011/12 budget. It is anticipated the initiatives/changes started in the 2010/11 year will continue into the 2011/12 fiscal period.

The club is continuing to run a deficit. However the long-term goal for the club is a balanced budget. This hopefully will be realized in the 2012/13 fiscal period when the changes within the club will have stabilized.

Fiscal Responsibility for the OFNC is the Finance Committee's objective. Once there is a consistent balanced budget then the club can make better use of the surplus/legacy funds and can start looking at new areas/projects beyond the club's normal operations that it could undertake as per the OFNC objectives to promote, conserve and appreciate Canada's natural heritage

BARBARA CHOUINARD

Chair, Finance Committee

Fletcher Wildlife Garden

The committee met monthly during the past year, with the December meeting a gathering for all the volunteers who do most of the work at the FWG. We also thank Agriculture and Agri-Food Canada (AAFC) for their continuing support in some projects.

The proposal for a Monarch Waystation that we submitted to the Evergreen Foundation last year resulted in a grant of \$2500 in fall 2010 and second place in a contest co-sponsored by Fido this summer. We thank all those who voted for our project. The additional \$15,000 prize will allow us to register the entire FWG as a monarch waystation, establish a smaller-scale waystation in the Butterfly Meadow, and provide information to visitors about butterfly conservation. Future plans include a workshop to gather other stakeholders and coordinate local conservation efforts and provide information via our web site.

Some of the prize money was used to rebuild and improve our nursery to grow larger plants for our own purposes and for our annual plant sale.

The volunteers working on Wednesday evenings continued to expand the Butterfly Meadow, gradually replacing the invasive dog-strangling vine (DSV = *Cynanchum rossicum*) with a variety of nectar and pollen sources. Two weeding bees attracted 20 volunteers each to remove DSV, and AAFC rototilled three new areas for planting in 2012.

A new group of volunteers formed this year to work on invasive species, principally DSV. An additional scythe was purchased as cutting DSV before it produces seeds has proven to be the best way to keep it in check, pending the discovery of a biological control system. Weeding bees were also organized to remove DSV from among "good" species.

On Friday mornings, a large group of volunteers, most of whom have been with us for many years, continued to maintain the Backyard Garden. No major changes were made. In addition to many casual visitors, a botanical art class made good use of this area this year. Invasive species work is also being done by some of the Friday morning group, working on buckthorn and Amur maple.

Our usual activities continued. We grew many plants for our annual native plant sale and raised about \$2800. Two bird feeders were maintained throughout the winter. We were involved in the Wildlife Festival and the Great Backyard Bird

Count. Volunteers opened the Interpretation Centre on Sunday afternoons through the summer.

Work on the bridge at the east end of our Amphibian Pond, begun in summer 2010, was completed late in the year and is much enjoyed by visitors and volunteers alike.

DAVID HOBDEN
Fletcher Wildlife Garden Committee
Representative on Council

SANDRA GARLAND
Chair, Fletcher Wildlife Garden

Macoun Field Club Committee

The Committee met once and thereafter carried out the month-to-month planning by telephone and e-mail. Committee members supervised or gave presentations at 19 indoor meetings and led 15 field trips during the school year. Indoor sessions were held in the Fletcher Wildlife Garden building; the field trips took place either at the Club's nature-study area in Ottawa's Greenbelt or on private properties in Lanark County. Additionally, several of the indoor meetings incorporated short field trips within the Fletcher Wildlife Garden. Members of the Committee and representatives of the OFNC met with the family of the late Martha Camfield, a long-time leader, leading to the establishment of an endowment fund in her name for specified Macoun Club activities, to be managed

by the OFNC. The family also directed memorial donations to the Macoun Club.

ROBERT E. LEE
Chair, Macoun Field Club Committee

Membership Committee

The distribution of the membership for 2011 on September 30, 2011 is shown in the table below, with the corresponding numbers for 2010 shown in brackets. "Others" represent, for the greatest part, affiliate organizations that receive complimentary copies of the Club's publications. Local membership (within 50 km of Parliament Hill) was 621 and 650 in 2011 and 2010, respectively. The decrease in total membership of 53 continues an ongoing trend that was interrupted only in 2010. The continued decrease in members located more than 50 km from Ottawa accounted for slightly less than one half of the overall decrease in membership.

The decrease in membership can be partially attributed to the increase in Club fees and the introduction of a fee for receiving the *Canadian Field Naturalist* (CFN) in hard copy. Only 56 members, excluding Honorary Members, opted for hard-copy CFN.

HENRY STEGER
Chair, Membership Committee

	CANADIAN		USA		OTHER		TOTAL	
	2011	2010	2011	2010	2011	2010	2011	2010
Individual	361	(386)	13	(15)	0	(0)	374	(401)
Family	282	(293)	1	(1)	1	(1)	284	(295)
Sustaining*	–	(14)	–	(0)	–	(0)	–	(14)
T&L	2	(4)	0	(0)	0	(0)	2	(4)
Honorary	24	(21)	0	(0)	0	(0)	24	(21)
Life	48	(52)	4	(3)	1	(1)	53	(56)
Other	23	(22)	0	(0)	1	(1)	24	(23)
TOTAL	740	(792)	18	(19)	3	(3)	761	(814)

*Sustaining membership was discontinued in 2011. Renewing members assumed either Individual or Family membership.

Publications Committee

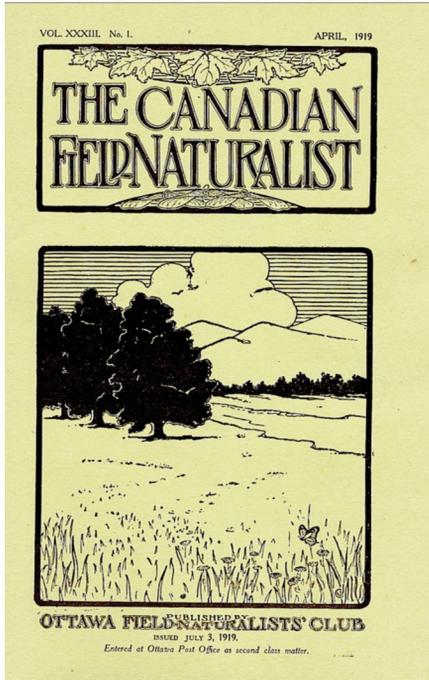
To suggest that 2011 has been an exceptional year would be a considerable understatement. Not since 1918 when Percy Taverner, James Macoun and their associates reformed the local *Ottawa Naturalist* to become the national *Canadian Field-Naturalist* have we witnessed such a seismic shift in the OFNC publications program. In those post-WWI times such a substantial restructuring was deemed essential to re-engage and enlarge the journal's constituency, to reflect how best to deliver its content in a dramatically changed landscape and to ensure its continued existence into the foreseeable future. The issues are no less urgent for the CFN today and the stakes no less significant. The initial outcomes, we are happy to report, have been no less gratifying.

Retiring CFN editor Francis Cook and his remarkable production team oversaw the publication and distribution of six issues of the journal in 2011, those being two issues of volume 123 and all four issues of volume 124, 631 pages in all. In addition, in-coming Editor-in-Chief Carolyn Callaghan oversaw the publication of issues 125 (1) and (2), representing 188 pages (125 (2) actually be published in January 2012).

This total production of 819 pages in 12½ months represents an all-time productivity record. It easily exceeds that of several ca. 750 page volumes at the turn of this century and volume 112 (1998) which produced 794 pages over a 15-month period.

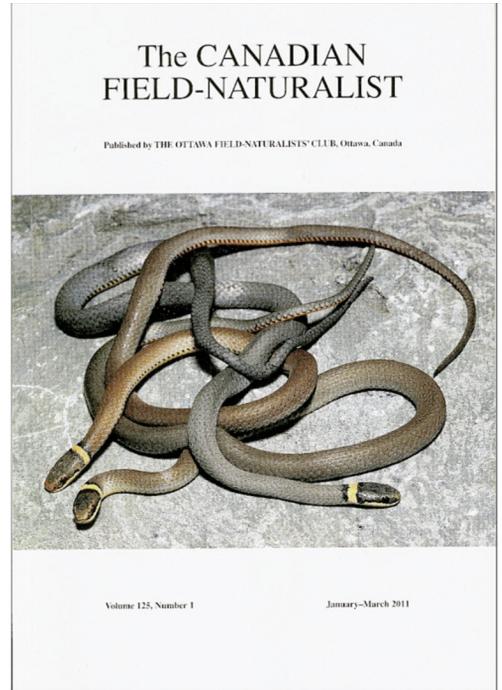
The breadth and scope of the original research covered in these six issues is classic CFN material, representing a rich combination of taxonomic, ecological, historical and conservation-oriented studies that will contribute to the investigation and protection of Canadian biodiversity for decades to come. The unprecedented use of colour images and maps greatly enhances the appearance and effectiveness of these contributions. Such publications are an enduring credit to both the researchers who produce significant, original work and to the CFN production team who review, process and publish them.

Volume 125 saw the production of the first electronic issues of CFN. The installation and application of the Open Journal Systems (OJS) electronic publication process has fallen largely upon the shoulders of incoming Journal Manager Jay Fitzsimmons. Jay worked diligently with indefatigable retiring CFN Business Manager Frank Pope to ensure that the



transition from our traditional hard copy process was as efficient and painless as possible. They have succeeded magnificently, a few inevitable glitches notwithstanding. Much work remains to be done in 2012 to fully integrate all of the OJS elements, but substantial progress has been made.

So many individuals have contributed to the success of CFN in 2011. I've spoken of the production team – and retiring Business Manager Frank Pope deserves special credit here for the million and one issues he has quietly and efficiently resolved – but we must also note the considerable patience and forbearance of the OFNC Council who facilitated both the effort and budget required as we entered this brave new world. Their support was essential and is gratefully acknowledged. First and foremost, however, we acknowledge the continued support of the contributors of important, original material for consideration in CFN.



The OFNC and the Ottawa Valley naturalist community is also blessed by the production of our remarkably successful second periodical, *Trail & Landscape*. Editor Karen McLachlan Hamilton and her team quietly and efficiently went about their business in 2011 as they have for a full decade of T&L's more than 40 years of existence. Another 188 pages of information and data that contributes significantly to both our knowledge of the local landscape and to the enjoyment of it by the naturalist community was published in T&L this year.

The Publication Committee's challenge for 2012 is to sustain the remarkable, historic achievements of 2011 and to continue our support for those dedicated folks on the front lines. We ask all members and subscribers to assist by considering the submission of manuscripts to the CFN and T&L. And we also ask you to encourage your associates to do likewise. That, ultimately, is what this is all about.

DANIEL F. BRUNTON
Chair, Publications Committee

Review Engagement Report

To The Members of THE OTTAWA FIELD NATURALISTS' CLUB

We have reviewed the statement of financial position of the The Ottawa Field-Naturalists' Club as at September 30, 2011, the statement of operations and changes in net assets and the statement of cash flows for the year then ended. Our review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to us by the club.

A review does not constitute an audit and consequently we do not express an audit opinion on these financial statements.

Based on our review, nothing has come to our attention that causes us to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

**CHARTERED ACCOUNTANTS
Licensed Public Accountants**



Ottawa, Ontario
December 22, 2011

The Ottawa Field-Naturalists' Club Statement of Financial Position September 30, 2011

	2011	2010
ASSETS		
CURRENT ASSETS		
Cash	\$136,624	\$78,103
Short-term investments (note 5)	65,494	98,954
Accounts receivable	33,482	2,388
Prepaid Expenses	290	1,935
	<u>235,890</u>	<u>181,380</u>
Long-term Investments (Note 5)	<u>362,304</u>	<u>363,126</u>
Land	<u>—</u>	<u>3,348</u>
	<u>\$598,194</u>	<u>\$547,854</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued liabilities	13,610	4,478
Unearned revenue	<u>13,721</u>	<u>10,438</u>
	<u>27,331</u>	<u>14,916</u>
LIFE MEMBERSHIPS (Note 8)	<u>3,360</u>	<u>5,480</u>
NET ASSETS		
Unrestricted fund	289,356	280,770
Restricted fund for endowment purposes	36,989	—
Internally restricted	<u>241,158</u>	<u>246,688</u>
	<u>567,503</u>	<u>527,458</u>
	<u>\$598,194</u>	<u>\$547,854</u>

Approved by Council:

..... President

..... Treasurer

(See accompanying notes)

PREPARED WITHOUT AUDIT

**The Ottawa Field-Naturalists' Club
Statement of Operations and Changes in Net Assets –
Unrestricted Fund
For the year ended September 30, 2011**

	2011	2010
REVENUES		
Membership Fees	\$32,412	\$37,414
Donations – bequests	11,462	–
– other	6,728	7,572
Interest	8,572	11,280
Sales	1,228	626
Other	<u>142</u>	<u>187</u>
	<u>60,544</u>	<u>57,079</u>
OPERATING EXPENSES		
Administrator	2,000	2,000
Affiliation fees	225	225
Computer expense	2,451	2,751
Membership committee	1,286	866
Donations	3,538	2,000
Bookkeeping	7,542	6,300
Telephone	2,495	2,768
Insurance	580	785
Office and miscellaneous	3,486	4,986
Postage	1,083	906
Professional fees	<u>2,000</u>	<u>2,500</u>
	<u>26,686</u>	<u>26,087</u>
CLUB ACTIVITY EXPENSES		
Awards	858	-146
Birds	739	628
Publication – Canadian Field- Naturalist – net (note 6)	23,537	1,284
Education and publicity	328	912
Excursions and lectures	115	-3,897
Macoun Field Club	–	145
Trail and Landscape	7,230	7,099
Fletcher Wildlife Garden – net (note 7)	<u>4,890</u>	<u>3,638</u>
	<u>37,697</u>	<u>9,663</u>
Total Expenses	<u>64,383</u>	<u>35,750</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	-3,839	21,329
FUND BALANCE, BEGINNING OF YEAR	<u>280,770</u>	<u>256,843</u>
	<u>276,931</u>	<u>278,172</u>
Cumulative gains reported directly, end of year	16,898	4,473
Cumulative gains reported directly, beginning of year	<u>4,473</u>	<u>1,875</u>
Changes in unrealized gains of investments in the year	<u>12,425</u>	<u>2,598</u>
FUND BALANCE, END OF YEAR	<u>\$289,356</u>	<u>\$280,770</u>

**The Ottawa Field-Naturalists' Club
Statement of Operations and Changes in Net Assets –
Endowment Fund
For the year Ended September 30, 2011**

	2011	2010
Revenue		
Interest	\$ 535	\$ –
Fund Balance, Beginning of Year	<u>–</u>	<u>–</u>
	535	–
Endowment contribution	35,000	–
Inter-fund transfer	-267	–
Changes in unrealized gains of investments in the year – allocation	<u>1,721</u>	<u>–</u>
Fund Balance, End of Year	<u>\$ 36,989</u>	<u>\$ –</u>

**The Ottawa Field-Naturalists' Club
Statement of Cash Flows
For the year ended September 30, 2011**

	2011	2010
Cash Flows from Operating Activities		
Net revenue (expenses) – all funds	\$ -5,824	\$ 20,688
Adjustments for:		
Accounts receivable	-31,094	-1597
Prepaid expenses	1,645	1,500
Accounts payable and accrued liabilities	9,133	1,978
Deferred revenue	3,283	451
Life Memberships	<u>-2,120</u>	<u>-13,264</u>
	<u>-24,977</u>	<u>9,756</u>
Cash Flows from Investing Activities		
Purchase of investments	-25,000	-16,554
Proceeds from maturity of investments	<u>73,498</u>	<u>–</u>
	<u>48,498</u>	<u>-16,554</u>
Cash Flows from Financing Activities		
Endowment contribution	<u>35,000</u>	<u>–</u>
Increase (Decrease) in Cash	58,521	-6,798
Cash at Beginning of Year	<u>78,103</u>	<u>84,901</u>
Cash at End of Year	<u>\$136,624</u>	<u>\$ 78,103</u>

(See accompanying notes)

PREPARED WITHOUT AUDIT

The Ottawa Field-Naturalists' Club**Statement of Operations and Changes in Net Assets – Internally Restricted Funds**

Year ended September 30, 2011

	General Reserve for Contingencies	Manning Fund	Seedathon Fund	Anne Hanes Memorial Fund	De Kiriline Lawrence Fund	Macoun Fund	2011 Total	2010 Total
Revenue								
Donations	–	–	932	–	320	–	1,252	2,859
Interest	–	2,166	–	–	–	–	2,166	4,199
	–	2,166	932	–	320	–	3,418	7,058
Expenses								
CFN Author (Expenses)	–	4,147	–	–	–	–	4,147	2,840
Donations	–	–	–	–	–	1,035	1,035	3,977
Seed	–	–	722	–	–	–	722	882
Other	–	–	–	34	–	–	34	–
	–	4,147	722	34	320	1,035	5,938	7,699
Net Revenues (Expenses)	–	-1,981	210	-34	320	-1,035	-2,520	-641
Fund Balances, Beginning of Year	100,000	120,944	409	630	13,064	1,204	3,977	240,228
	100,000	122,303	22	630	13,064	3,568	–	239,587
Other								
Inter-fund transfer	–	–	–	–	–	267	267	–
Cumulative gains reported directly, end of year	–	3,824	–	–	–	–	3,824	7,101
Cumulative gains reported directly, beginning of year	–	7,101	–	–	–	–	7,101	1,219
Changes in unrealized gains of investments in the year	–	-3,277	–	–	–	–	-3,277	5,882
Fund Balances, End of Year	\$100,000	\$124,146*	\$232	\$596	\$13,384	\$2,800	\$241,158	\$246,688

* includes principal of \$100,000 plus undistributed income of \$24,146

(See accompanying notes)

PREPARED WITHOUT AUDIT

The Ottawa Field-Naturalists' Club

Notes to the Financial Statements Year Ended September 30, 2011

1. Purpose of the Organization and Tax Status

The Canadian Field-Naturalists' Club (the "Club") is a registered charitable organization incorporated under the Corporations Act of the Province of Ontario. The Club promotes the appreciation, preservation, and conservation of Canada's natural heritage, encourages the investigation, publishes the results of research in all fields of natural history, and diffuses the information to the public and supports and cooperates with other organizations engaged in preserving, maintaining and restoring environments of high quality for living things.

The Club is a registered charity, and is exempt from income taxes by virtue of section 149(1)(f) of the Income Tax Act (Canada).

2. Significant Accounting Policies

Revenue recognition

General donations and fundraising proceeds are recorded as revenue in accordance with the deferral method of accounting. Restricted contributions are recognized as revenue of the appropriate restricted fund when the organization becomes entitled to them.

Membership fees and subscriptions are recorded as revenue over the term of the membership agreement once receipt is assured.

Fund accounting

The Club maintains its accounts in accordance with the principles of fund accounting. Resources are classified for accounting and reporting purposes into funds according to the activity or object specified.

- The Unrestricted Fund accounts for the Club's program delivery and administration activities.
- The Endowment Fund was established by the family and friends of Martha Camfield to help continue her efforts to have children study, understand, respect and preserve their natural environment. Half of the interest generated is re-invested in the capital of the fund, while the other half of the interest generated is made available only for the use by the Macoun Field Club (the Macoun Fund).
- The General Reserve was established by the Club to fund outstanding operating expenses should the Club discontinue its operations.
- The Manning fund was established by a bequest, and the interest generated is used to assist authors to publish articles in the Canadian Field Naturalist (80%) and to assist the Club's special projects (20%).
- The Seedathon fund collects donations from the annual bird sighting event and purchases seed for the Club's bird feeders.
- The Anne Hanes Memorial fund was raised in memory of Anne Hanes, the founding editor of *Trail and Landscape*, and is used to finance the annual winners of the Anne Hanes Natural History Award.

- The de Kiriline-Lawrence fund was funded by a bequest from the popular author of nature books, and is supplemented by annual donations and used to support conservation efforts.
- The Macoun Baille Birdathon fund recognizes the donations and pledges based upon the number of bird sightings in the one day birdathon sponsored by Bird Studies Canada, and is used to support the Macoun Field Club, a youth club.

Investments

The Club designates all of its investments as available-for-sale and records them at their fair value. Changes in fair value are recognized in the statement of changes in net assets until the investment is disposed or maturity. Upon disposition or maturity, the investment's accumulated unrecognized gain or loss is recognized in the statement of operations.

Fair values of securities are determined by reference to published price quotations in an active market at year-end. Guaranteed investment certificates (GICs) are stated at cost plus accrued interest income, which approximates fair value given the short-term nature of these investments.

The purchase and sale of investments are accounted for using settlement date accounting. Investment management fees are expensed as incurred.

Capital assets

Capital assets are expensed in the year of acquisition.

Contributed services

The Club relies on contributed human resources in order to carry out its activities. As there is difficulty in determining the fair value of contributed services, they are not recognized in the financial statements.

Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from these estimates.

3. Future Accounting Standards

The Accounting and Standards Board of the Canadian Institute of Chartered Accountants recently approved a financial reporting framework designed specifically to meet the needs of the users of financial statements prepared by not for profit organizations. Not-for-profit organizations are also given the option to adopt International Financial Reporting Standards (IFRS) instead of the new not-for-profit accounting standards if that is the organization's preferred course of action. One of these new frameworks must be applied for the Club's

September 30, 2013 fiscal year-end and the Club is permitted to adopt these standards next year if they wish to do so. Council is currently evaluating the impact of these new reporting frameworks on their financial statements.

4. Financial Instruments

The Club's financial instruments consist of cash, investments, accounts receivable, accounts payable and accrued liabilities, unearned revenue and deferred life memberships. Unless otherwise noted, it is management's opinion that the Club is not exposed to significant interest, currency or credit risks arising from these instruments.

The Club's cash, accounts receivable, accounts payable and accrued liabilities and unearned revenue are measured at their amortized cost in the financial statements. Due to their nature and capacity for prompt liquidation, the fair values of

these financial instruments approximate their carrying values. The Club's investments are presented at their fair value as described in Note 2. The fair value of the deferred life memberships is not readily determinable.

Credit risk

The Club is exposed to credit risk resulting from the possibility that parties may default on their financial obligations. The Club's maximum exposure to credit risk represents the carrying value of its accounts receivable. The Club manages its credit risk by reviewing accounts receivable on a regular basis and following up on outstanding amounts. Management believes that all accounts receivable at year-end will be collected and has not deemed it necessary to establish an allowance for doubtful accounts.

5. Investments

Short-term investments are comprised of:

	2011	2010
CIBC GIC –		
0.65% due October 1, 2010	\$ –	\$ 20,734
CIBC GIC –		
0.80% due September 29, 2011	–	78,220
CIBC GIC –		
0.50% due October 3, 2011	20,734	–
Province of Newfoundland –		
4.58% due October 17, 2011	44,760	–
	<u>\$ 65,494</u>	<u>\$ 98,954</u>

Long-term investments are comprised of:

	2011	2010
Newfoundland –		
4.58% due October 17, 2011	\$ –	\$ 44,015
Canadian Western Bank –		
4.41% due October 9, 2012	29,562	28,313
Ontario –		
4.64% due December 2, 2012	15,166	14,769
Manitoba –		
4.75% due September 2, 2013	44,556	43,092
CIBC –		
4.19% due October 31, 2014	65,046	62,246
New Brunswick –		
4.30% due December 3, 2015	65,894	65,437
Ontario Hydro –		
4.01% due November 26, 2016	25,235	23,495
Ontario –		
4.07% due December 2, 2017	49,102	45,239
British Columbia –		
3.74% due March 5, 2019	27,257	–
Newfoundland –		
4.36% due January 7, 2020	40,486	36,520
	<u>\$ 362,304</u>	<u>\$ 363,126</u>

Interest rate risk

The Club manages the interest rate risk of its fixed income securities by using a laddered portfolio with varying terms to maturity. The laddered structure of maturities helps to enhance the average portfolio yield while reducing the sensitivity of the portfolio to the impact of interest rate fluctuations.

Market risk

The Club's investments are comprised of fixed income securities thus mitigating the risk and volatility of investment returns.

6. Canadian Field-Naturalist Publication

	2011	2010
Revenues		
Subscriptions	\$ 23,541	\$ 17,208
Reprints and electronic copies	4,181	4,400
Publication charges	41,609	34,206
	<u>69,331</u>	<u>55,814</u>
Expenses		
Publishing	57,951	33,282
Reprinting	607	996
Circulation	15,542	13,449
Editing	13,433	9,371
Open Journal System set-up (electronic publishing)	5,335	-
	<u>92,868</u>	<u>57,098</u>
	<u>\$ -23,537</u>	<u>\$ -1,284</u>

7. Fletcher Wildlife Garden Activities

	2011	2010
Revenues		
Donations and other income	\$ 5,055	\$ 4,408
Expenses		
Program	1,033	94
Backyard	464	575
Habitats	7,733	6,112
Interpretation centre	5	100
Administration	196	469
Fund raising	209	563
Publications	201	74
Library	104	59
	<u>9,945</u>	<u>8,046</u>
	<u>\$ (4,890)</u>	<u>\$ (3,638)</u>

8. Commitments

Life memberships

The Club is committed to provide for regular membership benefits to lifetime members. Since it is not practicable to determine the total liability associated with providing these benefits for the rest of the lives of these individuals, the annual costs are being charged against the existing liability and will be expensed as incurred after the liability is extinguished. Lifetime membership are no longer being offered by the Club. As of September 30, 2011, there were 53 active lifetime members.

Fletcher Wildlife Garden

The Club is also committed to maintaining a 13-acre property known as the Fletcher Wildlife Garden until March 31, 2014. The costs associated with maintaining the property are approximately 2,000 hours of contributed human resources per year. As the fair value of contributed human resources are not recognized in the financial statements, the corresponding

costs are also not recognized as part of the Fletcher Wildlife Gardens expenses described in Note 8. The expenses described in Note 8 are made over and above the Club's service requirements under the agreement.

9. Capital Disclosures

The Club defines its capital as its fund balances. The Club's objective when managing its capital is to hold sufficient unrestricted fund balances to maintain the stability of its financial structure enabling it to focus its efforts on serving its members. The Club's council is responsible for overseeing the effective management of capital.

10. Comparative Figures

Certain comparative figures have been reclassified where necessary to conform to the presentation adopted in the current year and are based upon financial statements reviewed by another accountant.