

Minutes of the 129th Annual Business Meeting of the Ottawa Field-Naturalists' Club 15 January 2008

Place and time: Canadian Museum of Nature, Ottawa, Ontario, 7:30 pm
Chairperson: Mike Murphy, President
Attendance: Over thirty persons attended the meeting.

Attendees spent the first half-hour reviewing the minutes of the previous meeting, the Treasurer's report and the Report of Council. The meeting was called to order at 7:35 pm with some opening remarks from the President.

1. Minutes of the Previous Meeting

1. Under Members at Large; "Julia Cipriana" should read "Julia Cipriani"

It was moved by Diane Lepage and seconded by Irwin Brodo that the minutes be accepted with minor amendments.

(Motion Carried)

2. Business Arising from the Minutes

There was no business arising from the Minutes.

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 acknowledging and thanking all of the many Club volunteers. He then presented the financial report for the year ending September 30, 2007, with the aid of some excellent on-screen visual aids. The Club's net assets have increased significantly due to substantial bequests from the Mildred Groh estate and the Victor John Macklin estate.

Moved by Frank Pope and seconded by Fenja Brodo that the Financial Report be accepted.

(Motion Carried)

5. Committee Reports

Mike Murphy asked for questions and comments on the Committee reports which had been distributed to the attendees. He thanked the committee chairs and committee members for their work over the past year.

Moved by Eleanore Zurbrigg and seconded by Ken Allison, that the reports be accepted as amended.

(Motion Carried)

There was some discussion of Club membership trends and the opportunities that the new public focus on the environment might afford the Club.

6. Nomination of the Auditor

Moved by Frank Pope and seconded by Diane Lepage, that Janet Gehr continue as Auditor for another year.

(Motion Carried)

7. Report of the Nominating Committee Fenja Brodo

Officers

President	Ken Allison
1st Vice President	Ann Mackenzie
2nd Vice President	vacant
Recording Secretary	Annie Belair
Treasurer	Frank Pope

Ex-officio members

Past President	Michael Murphy
Business Manager	Frank Pope
Editor CFN	Francis Cook
Editor T&L	Karen McLachlan-Hamilton
ON Nature Rep	Eleanor Zurbrigg

Committee Chairs

Awards	see below
Birds	Chris Traynor
Conservation	Stan Rosenbaum
Education & Publicity	Gillian Marston
Excursions and Lectures	Fenja Brodo
Executive	Ken Allison
Fletcher Wildlife Garden	Henry Steger
Finance	Ann MacKenzie
Macoun Club	see below
Membership	Henry Steger
Nominations	Fenja Brodo
Publications	Ron Bedford

Members at large

Barbara Chouinard
Julia Cipriani
David Hobden
Diane Kitching (Macoun)
Diane Lepage
Luke Periard
Jeff Skevington

Chairs not on Council

Awards	Irwin Brodo
Macoun	Rob Lee

Retiring from the council: Susan Laurie-Bourque and Dan Millar

New on the council: Barbara Chouinard, Luc Periard, Jeff Skevington

Moved by Fenja Brodo and seconded by Irwin Brodo, that the slate of nominations for the 2008 Council be accepted.

(Motion Carried)

8. New Business

There was no new business.

9. Presentation

Fenja Brodo made presentations on behalf of the Club to Frank Pope, Mike Murphy and Susan Laurie-Bourque. She thanked Frank for ably filling so many

roles within the Club. Fenja also spoke of Bill Cody who is stepping down after a remarkable 58 years on Council. Attendees had the opportunity to sign a card for presentation to Bill. Council and the Club will miss him.

10. Adjournment

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

(Motion Carried)

SUSAN LAURIE-BOURQUE
Recording Secretary

The Ottawa Field-Naturalists' Club Committee Reports for 2007

Awards Committee

The Awards Committee met in January to consider nominations made for the various OFNC awards, selected the candidates who best fit the criteria for each award, and recommended to the OFNC Council that six awards be given for volunteer contributions in 2006. The awards were presented at the OFNC's Annual Soiree, which took place April 28th 2007 at St. Basil's Church.

Member of the Year:

Annie Bélair – for her involvement with the Macoun Club, especially this year. She has been creative, innovative, and worked hard to get more members. She is also a volunteer at the Fletcher Wildlife Garden.

George McGee Service Award:

Christina Lewis – for her exceptional work, especially on the Birds Committee, her articles in *Trail & Landscape*, and ongoing natural history work especially Odonata.

Conservation Award – Member:

Frank Pope – in recognition of the successful completion of his work on Alfred Bog, with most of the bog now protected.

Conservation Award – Non-member:

Madeline Kallio – for her efforts in effectively keeping the National Capital's Wildlife Festival going, including organizing events and applying for grants.

Mary Stuart Education Award:

Isabelle Nicol – for effectively teaching nature programs to schools, gardening clubs and senior citizen's homes, using original materials, photos and other illustrative materials.

Ann Hanes Natural History Award:

Linda Jeays – for her study of the Eastern Tailed Blue Butterfly. Her careful observations since 2001 proved that the butterflies over-winter in the Ottawa Region, demonstrating what an amateur naturalist can do.

The full text of the citations for each of these awards was read at the soiree and will be published in 122(4) of *The Canadian Field-Naturalist*.

IRWIN BRODO
Chair, Awards Committee

Birds Committee

The Birds Committee organized the Fall Bird Count 2007 and with the Club des Ornithologues de l'Outaouais participated in the operation of the Christmas Bird Count 2006. We also organized a successful Peregrine Falcon Watch at the nest sight in downtown Ottawa. The Bird Record Subcommittee continues to review rare bird reports and is now doing much of its work via the internet. Again this season, the seed-a-thon was successful in raising money to operate the club's bird feeders. We continue to operate a rare bird alert and the Ottawa bird status line, a recorded telephone message of current bird sightings.

CHRIS TRAYNOR
Chair, Birds Committee

Computer Management Committee

The Computer Management Committee did not meet during 2007.

MICHAEL MURPHY
OFNC President

Conservation Committee

LAROSE FOREST

OFNC Council approved payment of \$4,000 to Ghislaine Rozon to help towards costs of \$15,000 awarded by the OMB against the appellants. In 2005 Ghislaine had been honoured by OFNC for her tireless efforts on behalf of the Forest. Christine Hanrahan represented the Club on the Advisory Committee, and led field trips. The United Counties of Prescott Russell invited OFNC to send representatives to a workshop on recreational uses, and Diane Lepage represented us there.

GACC/SIERRA CLUB OMB APPEAL ON LEITRIM

Council pledged an amount of \$1,000 towards expert witness expenses. So far payment has not been requested. The OMB Board denied the appeal at the prehearing stage. This was appealed to the OMB Chair and again denied. The appellants have since filed an application for a Judicial Review before Superior Court.

LETTERS

A letter was sent to Peaceful Parks Coalition for distribution to Ontario MLAs in opposition to further loosening of

the restrictions on destruction of cormorants, their eggs, and nests.

A letter was published by the Ottawa Citizen of September 25 supporting a provincial Greenways system, an urgent need for protection of the boreal forest, and the importance of reinstating outdoor environmental education for children.

A letter was sent to the Park Establishment Officer of Nahanni National Park Reserve, Ft. Simpson, NT, supporting preservation of the entire watershed of this internationally-recognized natural area when a pending decision on expanding the park boundaries is made.

“OTTAWA TALKS”

Bill Royds generously served as moderator of an innovative web-based program under the heading, “Ottawa’s Natural Environment System: How Well is it Working?”, sponsored by the City under a web-based series called “Beyond 20/20”.

STAN ROSENBAUM
Chair, Conservation Committee

Education & Publicity

The committee created another set of display panels for the large club display using International Polar Year and Climate Change as the theme.

Committee members participated with displays at the National Wildlife Week’s Wildlife Festival, several Environment Week events, the EcoFair at the RA Centre, an environment event at Bell’s Corners United Church, the NAC Youth Orchestra concert and the OFNC Soiree.

Once again the OFNC participated in the Ottawa Science Fair sponsoring a prize for a project co-judged by Ed & Pub committee member Kathy Conlan.

The committee also arranged speakers for outside groups. Several digital photo presentations were also made by committee members.

GILLIAN MARSTON
Chair, Education and Publicity Committee

Excursions and Lectures Committee

This Committee took great pleasure in arranging (and attending) 25 trips, 4 work shops and ten monthly meetings as well as our annual Soirée. Twelve of these trips were devoted to birding, including a 4-day bus trip to Pointe Pelee National Park. Other trips emphasized mushrooms, ferns, wild flowers, mudpuppies, insects, and general natural history. We had several all-day excursions including our first ever Butterfly Count (to be repeated). The Fletcher Wildlife Garden is the venue for several nature walks and the Interpretation Centre a very good place for workshops. Monthly meetings were held at the Canadian Museum of Nature, but in a temporary space (Discovery Zone Theatre, 4th Floor) while the Museum continues to undergo renovations.

FENJA BRODO
Chair, Excursions and Lectures Committee

Executive Committee

The Executive Committee did not meet during 2007.

MICHAEL MURPHY
OFNC President

Finance Committee

The Finance Committee met twice during the year, once on March 5th and again on September 6th. Highlights include:

A Funding Request Policy was developed and approved by Council stipulating how requests for funds outside of the usual budgeting process should be handled.

The CFN is getting on a more solid financial footing with the increase in publication fees. The use of the Manning Fund was also extended to cover the page charges of articles that are not just on topics related to Northern Canada.

The Club received a bequest of \$180,000 from the estate of Victor John Macklin.

A proposed budget for 2007-2008 was developed and submitted to Council. A deficit of \$9,490 was forecast for the Club and a deficit of \$7,700 was forecast for the Canadian Field-Naturalist.

ANN MCKENZIE
Chair, Finance Committee

Fletcher Wildlife Garden

The Fletcher Wildlife Garden has completed another successful year. Wildlife continues to make good use of it and several new species have been added to our lists. The Management Committee met 11 times and held an end-of-season volunteer appreciation event, attended by over 30 people.

Volunteers contributed over 3600 hours, working individually or in groups on Friday and Sunday mornings or Wednesday evenings. Work focused on improving the Butterfly Meadow and controlling invasive species, with pale swallow-wort still a major problem. In the Backyard Garden, the pond was completely reconstructed and a bench in memory of long-time volunteer Dale Crook was built and installed. A pergola was added to the front of the Interpretation Centre as a memorial to OFNC member Eileen Evans using funds donated by her children supplemented from the Groh bequest and with architectural services provided by OFNC member J. Walmsley. Signs were erected to name areas of FWG and provide brief descriptions of each.

The FWG was used for Macoun Club meetings, 3 club workshops and 5 walks, including the annual International Migratory Bird Day walk and a workshop on pollinators. Carleton University geography students provided us with a visitor survey while other school, scout, student and corporate groups came for volunteer work or educational activities. Our volunteers gave talks and advice to various groups from Greely, Portland, Niagara, and Ottawa.

Our annual native plant sale raised over \$2500 this year and donations (excluding those for the pergola) amounted to over \$500. A grant from HRSD allowed us to employ a summer student for 10 weeks. He carried out research on water quality to help us understand how to maintain the health of our Amphibian Pond, which is suffering the effects of eutrophication. In addition, he staffed the Interpretation Centre, helped volunteers, prepared material for displays, made and recorded wildlife observations, and provided weekly nature activities for a children’s day camp from Carleton University.

Over 4000 visitors a month use our web site – www.ofnc.ca/fletcher.php – to learn about wildlife gardening and local natural history.

DAVID HOBDEN
Chair, Fletcher Wildlife Garden Committee

Macoun Club Committee

The Committee met just once at the beginning of the year to set the Club’s overall direction, with the month-to-month planning being handled by telephone and email. Committee members supervised or gave presentations at 17 indoor meet-

ing, and led 16 field trips. All meetings were held in the Fletcher Wildlife Garden building (rather than the Museum of Nature, which is under renovation).

For three years now there have been no high-school aged members, but the younger age groups are strong. There is also always interest from families with children under age 8, which we cannot accommodate.

The Club produces a monthly newsletter, an annual publication (*The Little Bear*) and maintains a website that is linked to the OFNC site. Additionally, the Macoun Club's group notebook on sightings in the Club's nature-study area in the Greenbelt near Bells Corners is being bound in hard-cover each year, and distributed to members.

ROBERT E. LEE
Chair, Macoun Field Club

Membership Committee

The distribution of the membership for 2007 is shown in the table (below), with the corresponding numbers for 2006 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 680 and 651 in 2006 and 2007, respectively. The reduction of 27 in total membership is a continuing challenge to the Club.

H. STEGER
Chair, Membership Committee

	CANADIAN	USA	OTHER	TOTAL
Individual	398 (401)	17 (16)	3 (5)	418 (422)
Family	312 (332)	1 (1)	2 (2)	315 (335)
Sustaining	15 (9)	0 (0)	0 (0)	15 (9)
T and L	2 (6)	0 (0)	0 (0)	2 (6)
Honorary	23 (25)	0 (0)	0 (0)	23 (25)
Life	42 (42)	6 (6)	1 (1)	49 (49)
Other	27 (30)	1 (1)	1 (1)	29 (32)
TOTAL	819 (845)	25 (24)	7 (9)	851 (878)

Publications Committee

The Publications Committee met twice in 2007.

Four issues of *The Canadian Field-Naturalist* were published in 2007: Volume **119 (2005)** (4) and Volume **120 (2006)** (1, 2, and 3). These four issues contained 570 pages; 58 articles; 18 notes; 62 book reviews; 240 new titles; 2 commemorative tributes; 21 pages of News and Comment; 4 pages of miscellany; and a 32 page index. The conditions for use of the Manning Fund interest were modified slightly. As a result, \$13,323 were drawn, compared to none in the past two years. Page charges have been increased about 10% beginning with Volume **121**. Efforts to reduce the journal deficit appear to

be succeeding. The publication of an electronic version of *The Canadian Field-Naturalist* was further considered. The Webmaster has devised a method for allowing only duly registered members and subscribers to access this version. Trials of this system are being made.

Volume **41** of *Trail & Landscape* was published in four issues containing 232 pages. The 20-year index for Volumes **21 – 40**, 1987 – 2006 is nearing completion.

Respectfully submitted,

RONALD E. BEDFORD
Chairman, Publications Committee

Auditor's Report

To The Members of THE OTTAWA FIELD NATURALISTS' CLUB

I have audited the statement of financial position of THE OTTAWA FIELD-NATURALISTS' CLUB as at September 30, 2007, the statement of changes in net assets, the statement of operations, and the statement of cash flows for the year then ended. These financial statements are the responsibility of the organization's management. My responsibility is to express an opinion on these financial statements based on my audit.

Except as explained in the following paragraph, I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many non-profit organizations, THE OTTAWA FIELD-NATURALISTS' CLUB derives some of its revenue from donations and fund-raising activities. These revenues are not readily susceptible to complete audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of THE OTTAWA FIELD-NATURALISTS' CLUB, and I was not able to determine whether any adjustments to the recorded amounts might be necessary.

In my opinion, except for the effects of adjustments, if any, which I might have determined to be necessary had I been able to satisfy myself concerning the completeness of the revenue referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the organization as at September 30, 2007, and the results of its operations and cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

JANET M. GEHR
C.A., Licensed Public Accountant

North Gower, ON
January 12, 2008

The Ottawa Field-Naturalists' Club Statement of Financial Position September 30, 2007

	2007	2006
ASSETS		
CURRENT		
Cash	\$51,190	\$26,480
Investment certificate (Note 1)	196,498	15,145
Marketable securities (Note 2)	0	31,187
Accounts receivable	7,937	31,491
	<u>255,625</u>	<u>104,303</u>
LAND - ALFRED BOG		
(At cost, assessed value \$19,100)	3,348	3,348
Marketable Securities (Note 2)	<u>328,725</u>	<u>315,501</u>
	<u>\$587,698</u>	<u>\$423,152</u>
LIABILITIES AND FUND BALANCES		
CURRENT		
Accounts payable and accrued liabilities	\$3,096	\$2,500
Deferred revenue	7,335	11,688
	<u>10,431</u>	<u>14,188</u>
LIFE MEMBERSHIPS	<u>15,011</u>	<u>14,079</u>
NET ASSETS		
Unrestricted	320,218	145,238
Club reserve	100,000	100,000
Manning principal	100,000	100,000
Manning interest - OFNC	2,882	1,948
- CFN	19,559	24,225
Seedathon	46	329
Anne Hanes memorial	788	788
de Kiriline-Lawrence	13,603	17,174
Macoun Baillie Birdathon	1,183	1,253
Alfred Bog	3,977	3,930
	<u>562,256</u>	<u>394,885</u>
	<u>\$587,698</u>	<u>\$423,152</u>

**The Ottawa Field-Naturalists' Club
Statement of Operations
For the year ended September 30, 2007**

	2007	2006
REVENUE		
Memberships	\$14,651	\$13,490
<i>Trail and Landscape</i>	99	146
Interest	2,565	2,730
GST rebate	1,016	1,005
Other	1,223	623
	<u>19,554</u>	<u>17,994</u>
OPERATING EXPENSES		
Affiliation fees	225	625
Computer	2,406	841
Memberships	1,185	836
Office assistant	1,300	1,275
Telephone	2,115	1,782
Insurance	725	725
Audit	2,000	2,000
GST	2,053	1,460
Other	3,242	946
	<u>15,251</u>	<u>10,490</u>
CLUB ACTIVITY EXPENSES		
Awards	0	232
Birds	849	385
Conservation	12	
Education and publicity	2,714	2,627
Excursions and lectures	-1,187	832
Macoun Field Club	546	1,139
Soiree	-60	46
Trail and landscape	10,457	10,014
Fletcher Wildlife Garden (Note 4)	410	2,321
Other	210	323
	<u>13,951</u>	<u>17,919</u>
Deficit, End of Year	<u>(\$9,648)</u>	<u>(\$10,415)</u>

**The Ottawa Field-Naturalists' Club
Statement of Cash Flows
For the year ended September 30, 2007**

	2007	2006
Cash Flows from Operating Activities		
Excess (expenditures) revenue for the year	(\$17,025)	\$22,378
Net change in non-cash balances	<u>19,797</u>	<u>-10,015</u>
(Decrease) in Cash from Operating Activities	<u>2,772</u>	<u>-32,393</u>
Cash Flows From Financing and Investing Activities		
Contributions of cash from endowments	181,226	23,717
Contributions of cash from donations and fundraising	16,819	12,404
Increase in Life Memberships	932	0
Cash used for fund activities	-13,649	-11,469
Net purchase and sale of investments	<u>17,963</u>	<u>-7,854</u>
	<u>203,291</u>	<u>16,798</u>
Net (Decrease) Increase in Cash and GIC	206,063	-15,595
Cash and GIC, beginning of year	<u>41,625</u>	<u>57,220</u>
Cash and GIC, end of year	<u>\$247,688</u>	<u>\$41,625</u>
Net Change in Non-Cash Balances		
Accounts receivable	\$23,554	\$#,9654)
Prepaid expenses	0	1,000
Accounts payable and accrued liabilities	596	-1,000
Deferred revenue	<u>-4,353</u>	<u>-361</u>
	<u>\$19,797</u>	<u>(\$10,015)</u>

**The Ottawa Field-Naturalists' Club
Canadian Field-Naturalist – Statement of Operations
For the year ended September 30, 2007**

	2007	2006
REVENUE		
Memberships	\$9,767	\$9,311
Subscriptions	9,275	24,314
Reprints	3,721	5,267
Publication charges	19,831	27,470
Interest and exchange	10,566	10,829
GST rebate	2,921	1,542
Other	1,458	1,299
	<u>57,539</u>	<u>80,032</u>
EXPENSES		
Publishing	36,061	57,735
Reprints	1,900	3,832
Circulation	7,156	9,678
Editing	2,694	1,856
Office assistant	5,000	5,000
Honoraria	9,000	9,000
GST	2,695	4,870
Other	410	24
	<u>64,916</u>	<u>91,995</u>
Excess Expenses Over Revenue	<u>(\$7,377)</u>	<u>(\$11,963)</u>

**The Ottawa Field-Naturalists' Club Statement of Changes in Net Assets
For the Year Ended September 31, 2007 (Note 5 for footnotes)**

Net Assets	Beginning Balance	Excess Expenses CFN	Excess Expenses OFNC	Other Revenue	Other Expenses	Ending Balance
Unrestricted	\$145,238	(\$7,377)	(\$9,648)	\$192,005 a)	\$–	\$320,218
Club reserve	100,000	0	0	0	0	100,000
Manning Principal	100,000	0	0	0	0	100,000
Manning - CFN	24,225	0	0	3,735	-8,401 b)	19,559
Manning - OFNC	1,948	0	0	934	0	2,882
Seedathon	329	0	0	825	-1,108 c)	46
Anne Hanes Memorial	788	0	0	0	0	788
de Kiriline-Lawrence	17,174	0	0	429	-4,000 d)	13,603
Macoun Baillie Birdathon	1,253	0	0	70	-140	1,183
Alfred Bog	3,930	0	0	47	0	3,977
	<u>\$394,885</u>	<u>(\$7,377)</u>	<u>(\$9,648)</u>	<u>\$198,045</u>	<u>(\$13,649)</u>	<u>\$562,256</u>

The Ottawa Field-Naturalists' Club Summary of Significant Accounting Policies

September 30, 2007

1. Nature of Business

The organization is non-profit and incorporated under the laws of Ontario (1884). The organization promotes the appreciation, preservation, and conservation of Canada's natural heritage. It encourages investigation and publishes the results of the research in all fields of natural history and diffuses information on these fields as widely as possible. It also supports and cooperates with other organizations engaging in preserving, maintaining or restoring environments of high quality for living things.

2. Financial Instruments

The organization's financial instruments consist of cash, accounts receivable, marketable securities, and accounts payable. Unless otherwise noted, it is the management's opinion that the organization is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair value of these instruments approximate their carrying values, unless otherwise noted.

3. Capital Assets

Capital assets in excess of \$4,000 cost are recorded as assets at cost and amortized on a straight-line basis. These assets have been fully amortized.

4. Revenue Recognition

Revenue is recognized when earned except for donations and fund-raising, which is recognized when received.

5. Foreign Currency

Transactions during the year in U.S. dollars have been converted in the accounts to Canadian dollars at the exchange rate effective at the date of the transaction. All monetary assets in U.S. dollars at year-end have been converted to Canadian dollars at the rate effective on Sept. 30, 2007.

Gains or losses resulting therefrom are included in revenue or expenses.