

**Amis de la Ferme expérimentale centrale**

**Minutes of a meeting of the Board of Directors  
1:30 p.m., Sept. 15, 2021**

**PRESENT:** Richard Hinchcliff, Eric Jones, Randy Taylor, Shirley Ewen, Susan Kehoe, Donna Pape, Dell Durnin, Blaine Marchand

**ABSENT:** Robert Stuart, Deborah Higdon-LeBlond

**AGENDA:**

- **MOVED by Susan Kehoe and SECONDED by Donna Pape THAT the agenda be adopted as revised. CARRIED.**

**MINUTES:**

- **MOVED by Shirley and SECONDED by Donna Pape THAT the minutes of the August, 2021, meeting be approved. CARRIED.**

**PRESIDENT'S REPORT – Eric**

- Eric will make contact with Rim Slaoui, Ginette Lavergne-Roy's replacement.
- Donna will send a card to Ginette on behalf of the Board.
- There has been lots of correspondence regarding the new hospital plans and an update will be in the Newsletter. Richard was asked to prepare a short statement for volunteers to respond to questions about the new hospital.

**TREASURER'S REPORT/FINANCIAL ISSUES – Randy**

- FCEF finances are in a good position, considering the lack of fundraising activities due to the pandemic. Membership income, book sales and donations have increased over the previous year.
- The Rogers bill has been low due to the drop in data usage over the COVID lockdown but has increased recently. The password needs to be changed.
- **MOVED by Randy Raylor and SECONDED by Susan Kehoe THAT the financial report as of August, 2021, be approved. CARRIED.**

**PROJECTS AND FRIENDS**

- **Bench Project:** Randy - Jeremy has agreed to the next bench cycle which will be on offer from October 1 to December 15 with a maximum of 6 benches available. The installation will take place in the spring/summer of 2022. Those on the waiting list will be approached first and the information for the bench program will be included in the Newsletter and Farm Notes.

- **Autumn in the Arboretum:** Susan –
  - The taskforce is meeting weekly.
  - All attendees must be masked and there is a limit to 100 people.
  - The location is to the north of Building 72 where there will be nine stations.
  - Posters are being designed, the website is to be updated and volunteers are needed.
  - A budget has been submitted - this is a friend raiser not a money raiser.
- **Building Book:** Richard – Storage has been set aside for the books in the basement of Building 72 as the book is expected by October 20. The launch will be virtual on November 4, 2021. A few individuals will be approached to say a few words.
- **Garden tours:** Old Ottawa South Garden Club has asked for a tour of the peonies next May. The Friends will need to consider a possible role in tours next year.
- **Woodland improvement:** Eric – The inventory is nearly done, and this will become part of the plan.
- **The Tree book:** The concept of the book is changing and the timeline has been lengthened to 2023.
- **Master Gardener lectures:** Donna – The last two lectures are scheduled soon.
- **Greeting Cards: Dell** - The Winter set of cards has been revised and 30 sets will be printed. The Fall set is at the printers and another set of the Spring series will be printed. The cards will be available at the Oct. 2 event.
- **Creation of pathways** between the gardens to facilitate visiting by the elderly and the handicapped – long term project (Blaine).
- **Upgrading of the arches at the entrances** to and the fencing along the Heritage Rose Garden - long term project (Fiona).

#### **GARDEN REPORT-** Blaine

- Team Leaders
  - Bill Wegman (Peony Garden) will step down this year. Stephen Joy will replace him.
  - Denise Kennedy (Macoun Garden) will step down at the end this year. No replacement as yet.
  - Polly McColl (Shelterbelt) will step down at the end of 2022. No one on her team is interested in replacing Polly, who hopes a volunteer with tree knowledge will come forward.
  - Nikki Quintero, who has taken on the Perennial Gardens, will determine at the end of this year or the beginning of the next, if she can continue in this role.
- There will be a Garden Team Leader meeting in early or mid-October to discuss this past year and the upcoming one. Jeremy will be asked to attend for the first part before the team leaders discuss other issues.

- Targeted recruitment of new volunteers
  - It is important to recruit newly retired people. Blaine will suggest options.
  - A new team volunteer is within that demographic and has agreed to assist in the development of a recruitment plan. She did suggest the app MeetUp, which people use to meet people with similar interests.
- The Board discussed the Organic Garden and Blaine will follow up to get more information.

**OFFICE BUSINESS** -Randy in Deborah's absence.

- The reporting procedure for Julie was discussed. **MOVED BY RANDY TAYLOR and SECONDED BY DELL DURIN THAT the Administrator should report to a specific board member, and that the current Membership Director be assigned this role on a temporary basis. Once all Board positions have been filled, a final reporting role can be determined. CARRIED.**

**MEMBERSHIP** – Randy in Deborah's absence.

- A total of 376 memberships which includes 471 people.

**IN MEMORIAM BROCHURES** - Randy in Deborah's absence.

- New brochures or cards are required because the old ones are outdated. Deborah will be asked to come up with a design and ask for quotes for printing 200 copies.

**OTHER BUSINESS - Blaine ( He passed along the following information as he was cut off ZOOM prior to the end of the meeting).**

- Two Itoh peonies have been ordered from Whitehouse Perennials. Suzanne Patry, the owner, is giving us a bit of a deal and made the price an even \$100. Blaine to pick them up.
- In speaking to Polly, she will order replacement trees for the Shelterbelt in the spring of 2022. The \$1,000 dollar donation will be used. A potential additional \$500-\$1,000 will come from the Shelterbelt fund.
- FCEF purchased a 15 inch by 5 inch traditional bronze plaque at the cost of \$605 plus tax for the water feature. Jeremy will oversee the installation. Ottawa Brass is producing the plaque.
- Our Farm in the City, a children's poetry book.
  - Review was written for the newsletter and DC Educational agreed that the Friend would receive the traditional 40% on each book sold. Sale price is \$16.95 plus tax.
  - There are 25 copies in Building 72. The necessary consignment paperwork was to be done by DC and the Friends.
  - There is a need to determine if more copies can be obtained if we quickly sell out the 25.
- Pamela Burn's donation of thirteen prints of the Farm.

- Blaine contacted art expert Victoria Henry. She replied she does not provide evaluation services but recommended Erica Claus. Erica has just renewed her membership with the Friends so she cannot undertake the evaluation work, according to CRA regulations. But she might be able to advise us on someone who can do this.
- Blaine to follow up.

**NEXT MEETING**

- The next FCEF Board meeting will be held on October 20, 2021 at 10:00 a.m.

The meeting was adjourned at 4:00 p.m.

---

Eric Jones, President

---

Shirley Ewen, Secretary