

**Friends of the Central Experimental Farm
Amis de la Ferme expérimentale centrale**

**Minutes of a meeting of the Board of Directors
10:00 a.m., November 17, 2021**

PRESENT: Richard Hinchcliff, Eric Jones, Randy Taylor, Shirley Ewen, Susan Kehoe, Donna Pape, Dell Durnin, Blaine Marchand, Robert Stuart, Deborah Higdon-LeBlond

AGENDA:

- **MOVED by Susan Kehoe and SECONDED by Randy Taylor THAT the agenda be adopted. CARRIED.**

MINUTES:

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

PRESIDENT'S REPORT

- CEF Advisory Council meeting was held on November 4. AAFC has engaged a contractor to review the NHS management plan, and the Council will have input; Laboratories Canada will build a new building on the Farm to house collections; and the Agriculture and Food Museum is exploring a new visitor centre with AAFC.
- Gardens Ottawa to host a virtual symposium on Nov. 27 and have announced that 2022 will be the 'Year of the Garden'. The Friends have been invited to participate in the symposium.

TREASURER'S REPORT/FINANCIAL ISSUES – Randy

- FCEF finances are in a good position with little change since October.
- **MOVED by Randy Taylor and SECONDED by Blaine Marchand THAT the financial report for October, 2021, be approved. CARRIED.**
- **Budget for 2022** was reviewed. All questions to be e-mailed to Randy.

PROJECTS AND FRIENDS

- **Bench Project:** - Shari Haas reported that one more bench has been purchased for a total of five. This cycle will close on December 15.
- **Autumn in the Arboretum:** Susan submitted the final budget for the event showing that FCEF received \$1,193.04 from the proceeds of the glass pumpkin sale; after expenses the net total was \$415.74.
- **Building Book:** Richard –The Zoom event to launch the book will be held November 18.
- **Garden tours:** Robert –Peony and perhaps other tours to be held in 2022. Possibility of an arboretum brochure to be discussed.
- **Woodland improvement:** Eric – Plan has been developed and shared

with AgCan. Robert Glendinning has drawn up a work plan for the next five years.

- **The Tree book:** FCEF have received a donation of \$10,000 from the Central Canada Exhibition Association which was dissolved, on the recommendation of Doug Shouldice. *This donation will be put towards the publication of the revised tree book.*
- **Master Gardener lectures:** Donna – The topics and dates for the 2022 series have been set-up.
- **Greeting Cards:** Dell – Sales have been slow but steady.
- **Creation of pathways** between the gardens to facilitate visiting by the elderly and the handicapped – long term project (Blaine). *Note: priority to be checked with AAFC.*
- **Upgrading of the arches at the entrances** to and the fencing along the Heritage Rose Garden - long term project (Fiona). *Note: priority to be checked with AAFC.*

MEMBERSHIP –Deborah

- A total of 376 memberships which includes 478 people. We are attracting new members but losing older members so the total is stable.

RECRUITMENT OF VOLUNTEERS

- Blaine, Deborah, Donna and a young volunteer met. Some of the suggestions follow: the Meet Up app, Capital City Walkers website, Yelp, more visibility when workers are in the garden such as a sandwich board, a volunteer brochure, short presentation at the Public Service Retirement course, speaking at condo boards, ads in magazines directed to seniors, and make ‘volunteering’ more prominent on the website. Blaine’s report is on the shared drive. Further work to be done on this file.
- Deborah has interviewed seven of the twelve volunteers who responded to the ad in FarmNotes. She had engaged a membership coordinator, a volunteer coordinator and office help for Julie. Still required are a technical volunteer and an events coordinator.

PLAQUE FOR THE WATER FEATURE

- The text has been revised. Cost is \$605.00 plus tax.

ART DONATED BY PAMELA BURNS

- Blaine reported that he is looking into the evaluation for the framing.

CEF PRESENTATIONS

- Blaine will be making a presentation to the Ottawa Lifelong Learning group at St. Timothy Presbyterian Church on December 14. They will make a donation to the FCEF.
- Eric has agreed to make a presentation on the Arboretum to the

Manotick Horticultural Society next September.

- Peony Tours – Blaine
Two tours are scheduled for next June. Bill Wegman to help.
- Perth Horticultural Society - Blaine
Also enquiry from Rockcliffe Garden Club
- Kingston presentation- Richard

OFFICE BUSINESS – Deborah

- Julie will be leaving at the end of March 2022.

OTHER BUSINESS

- Randy was been asked to renew our subscription to ZOOM.

NEXT MEETING

- The next FCEF Board meeting will be held December 15, 2021 at 10:00 a.m.

The meeting was adjourned at 12:05 p.m.

Eric Jones, President

Shirley Ewen, Secretary