

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

**Minutes of a meeting of the Board of Directors
Feb. 16, 2022, at 10:00 a.m.**

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

AGENDA:

- **MOVED by Shirley Ewen and SECONDED by Blaine Marchand THAT the agenda be adopted. CARRIED.**

MINUTES:

- **MOVED by Donna Pape and SECONDED by Robert Stuart THAT the minutes of the January, 2022, meeting be approved. CARRIED.**

PRESIDENT'S REPORT - Eric

- The Board recognized the leadership of AAFC's Jean-Pascal Gratton.
- Alexander Reford has agreed to speak at the FCEF AGM on May 11, 2022. The Board will offer honorarium of \$500.
- Possible candidates for the Board were discussed.

TREASURER'S REPORT/FINANCIAL ISSUES - Randy

- Randy presented the December 2021 financial statement. Membership fees, book sales, card sales, fund raising, donations and interest on investments are all higher than 2020. The bottom line is a \$31,237 surplus in 2021, whereas we had a loss in 2020.
- **MOVED by Randy Taylor and SECONDED by Deborah Higdon-LeBlond THAT the financial statement of December 2021, be approved. CARRIED**
- Baker Tilley has started the financial review for 2021 and Randy has responded to their questions.
- Randy is using Electric Funds Transfer and has suggested some changes. **MOVED BY Randy Taylor and SECONDED by Shirley Ewen THAT the FCEF move from single to dual authorization for approval of EFT payments, the authorizers being the same Board members who have signing authority for the Alterna bank account, and the EFT transfer limit to be increased from \$600 to \$1500. CARRIED.**

PROJECTS AND FRIENDS

- **Bench Project:** - Waiting for a report from Shari Haas regarding the sites for the benches. One person is on the waiting list for a bench.
- **Building Book:** books selling well.
- **Garden tours:** Rob - A request for tour guides has gone out to the garden teams. The tours will take place when flowers are blooming.
- **Woodland improvement:** Eric - nothing new to report.
- **The Tree book:** no action.
- **Master Gardener lectures:** Donna - Lectures will start next month.
- **Greeting Cards:** Dell - continue to sell well.

- **Creation of pathways:** Blaine - between the gardens to facilitate visiting by the elderly and the handicapped – long term project. Note: priority to be checked with AAFC.
- **Upgrading of the arches:** Fiona - at the entrances to and the fencing along the Heritage Rose Garden - long term project. Note: priority to be checked with AAFC.

MEMBERSHIP –Deborah

- A total of 398 memberships which includes 511 people. Deborah has found that sending a letter to those who have not renewed their membership once a year has resulted in a number of members renewing.

RECRUITMENT OF VOLUNTEERS- Donna

- Some applications have been received.
- A draft pamphlet and information for condos have been posted on the G-Drive and Donna asked for feedback by Monday. Also, the website has been updated to highlight the need for volunteers.
- The volunteer orientation will take place on April 9.

EVENTS- Donna

- Northern Flower Seeds has asked if FCEF would sell their seeds. We agreed that they could participate in the plant sale but that it wasn't appropriate for the on-line boutique.

NEWSLETTER- Richard

- A new company has been engaged to design the Newsletter.
- Eric will include an update on the hospital for the President's report.

OFFICE BUSINESS - Deborah

- A new office manager has been hired to replace Julie. She will start next week, so there will be an overlap for training as Julie leaves on March 31.

OTHER BUSINESS - Blaine

- The plaque for the water feature will be ready shortly.
- No response from Walker's Fine Auctions.

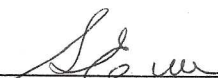
NEXT MEETING

- The next FCEF Board meeting will be held March 16, 2022 at 10:00 a.m. perhaps in person.

The meeting was adjourned at 11:27 a.m.



Eric Jones, President



Shirley Ewen, Secretary