

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

**Minutes of a Meeting of the Board of Directors
Jan. 18, 2023, at 10:00 a.m.**

PRESENT: Dianne Caldbick, Dell Durnin, Richard Hinchcliff, Eric Jones, Blaine Marchand, Robert Stuart, Randy Taylor, Heather Webster.

GUESTS: Chantale Neapole, Donna Pape.

ABSENT: Elizabeth Atkinson, Shirley Ewen, Cheryl Hutcheson, Janice Tayles.

AGENDA:

- **MOVED by Blaine and SECONDED by Heather THAT the agenda be adopted. CARRIED.**

MINUTES:

- **MOVED by Randy and SECONDED by Dell THAT the minutes of the October, 2022, meeting be approved. CARRIED.**

PRESIDENT'S REPORT:

- Eric welcomed guest Chantale Neapole. She expressed her interest in the Farm and the Friends.
- Phases 3 and 4 of the Ottawa Hospital (TOH) site plan is going through the approval process with submissions accepted. Eric is going to submit his comments and will share a link so that others can do so as well.
- The Board agreed that FCEF should sign on to the Heritage Ottawa (HO) submission on Bill C-23, which is intended to provide legal protection for federal heritage properties. The HO submission was circulated, and Board members were to send any additional comments or clarifications to Eric.
- There was a discussion about the fact that we (FCEF) were adding our signature to a submission on Bill C-23 but we weren't making a submission as an organization on TOH. It was noted that FCEF had signed a submission to the City regarding the TOH back in the earlier stages of its site plan application.
- Two possible speakers for the 2023 AGM in May were discussed. A committee (Cheryl, Shirley, Dianne, Chantale) is to make a recommendation to the Board in February and make other arrangements for the event.

TREASURER'S REPORT/FINANCIAL ISSUES:

- Randy reviewed the financial statements for December 2022. The bank balance was down significantly from the previous year, primarily because the bench program had ended. December 2022 book sales were down from 2021, as were donations. The inventory count has been done but results were not yet available.
- To the dismay of the Board, Randy is stepping down from the Treasurer position after the AGM in May. His contribution over many years has been much appreciated.
- **MOVED by Randy and SECONDED by Blaine THAT the draft financial statements for December 2022 be accepted. CARRIED.**

PROJECTS UPDATE:

- **Garden tours**

Robert is working with others to organize tour leaders.

- **Tree Donor Program**

In Elizabeth's absence, Eric reported on progress in reviewing the type of tree tag to be used that would include a QR code. Quotes will be sought, and contracts prepared. A package on the new program will be presented to the Board for approval and then sent to AAFC.

- **New Tree book**

Richard noted that a Memorandum of Understanding between the designer/producer of the new book and FCEF has been signed, based on cost estimates approved by the Board in December.

- **Greeting Cards and Postcards**

Dell mentioned a possible set of 'pollinator' cards. A set of water-themed cards was also discussed.

Other potential projects were noted for future consideration.

MEMBERSHIP:

- Janice's report showed 395 FCEF members, representing 508 people.

EVENTS:

- Dianne is assessing ideas for the plant sale. Letters to vendors will be going out next week.
- After extensive research, Heather reported on a procedure for recording Master Gardener 2023 lectures, which are to be on Zoom. They will be recorded and put on YouTube as unlisted videos until August.
- **MOVED by Heather and SECONDED by Randy THAT the Master Gardener lectures hosted by FCEF be recorded as recommended. CARRIED.**
- The next step will be to review the approved approach with the Master Gardeners.

VOLUNTEERS:

- Donna confirmed that the Volunteer Orientation will be held in the Building 72 garage on April 1.

PROMOTIONS:

- An application will be made to participate in the 2023 Christmas Log Farm event, as recommended by Heather.
- Other possible venues, such as the Lansdowne markets, will be explored as opportunities to promote the Farm and the Friends.

GARDENS:

- Blaine has received comments on the draft text for a shelterbelt pamphlet.
- Ottawa Tulip Festival organizers have approached the Friends, seeking possible collaboration. It was agreed that this was an excellent opportunity, and that a connection with the Festival should be pursued.
- Blaine has recommended that the FCEF donate the Ode to Experimental Farm art portfolio to Ingenium Museums. Blaine has agreed to follow up and prepare documentation for Ingenium to determine if they will accept these as a donation.
- Blaine will prepare an information bulletin on plants in 2023 annual beds.

NEXT MEETING

- The next FCEF Board meeting will be held February 15, 2023, 10:00 a.m.

The meeting was adjourned at 12:00 p.m.



Eric Jones, President

Randy Taylor, Treasurer



Richard Hinchcliff, A/Secretary

Secretary