

# Minutes of the 132<sup>nd</sup> Annual Business Meeting of The Ottawa Field-Naturalists' Club January 18, 2011

Place and time: Canadian Museum of Nature, Ottawa, Ontario, 7:00 pm  
Chairperson: Ann MacKenzie, President

Attendees spent the first half-hour reviewing the minutes of the previous ABM, the Treasurer's report and the OFNC committees' annual reports for 2010. The meeting was called to order at 7:30 pm with some opening remarks from the President.

## 1. Minutes of the Previous Meeting

It was moved by Annie Bélair and seconded by Diane Lepage that the minutes of the 131<sup>st</sup> Annual Business Meeting be accepted with the following correction: in the Treasurer's report, the reference to the book "The Lichens of North America" must be deleted and replaced by "The Lichens of the Ottawa Region".

**Carried**

## 2. Business Arising from the Minutes

At the 2010 Annual Business Meeting, Frank Pope was asked to follow up with the Nature Conservancy of Canada to see if a commemorative plaque had been installed in recognition of the OFNC's contribution towards the purchase of the Hewlett-Packard property. Frank said that no, a plaque had not been installed yet. The Nature Conservancy is in the process of arranging a management contract with Queens University and they are also negotiating the purchase of adjoining land. A plaque will be installed when this business is wound up.

There was also a discussion about putting speakers' PowerPoint presentation on the OFNC website, or even a video of it. Ann mentioned that it had not been done and more people were needed.

## 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 presented a synopsis of the financial activities of the Club over the last 5 years in three charts. The first covered net assets, the second total revenue and operating revenue, the third, operating revenue and operating expenses. The OFNC is still healthy in terms of net assets. In 2010, the operating revenue was greater than the operating expenses. This is a bit misleading since 6 back issues of the CFN plus 4 issues for 2011 need to be printed this year. The cost of publishing one issue runs about \$9,000.

In April, volume 125 of the CFN is scheduled to be published using the Open Journal System (OJS) that is now being installed. Nevertheless, printed copies of the CFN will still be published, although in reduced numbers. The financial impact of all this has yet to be determined.

Frank then proceeded with the Financial Statement which he covered page by page. He pointed out that this was a "review" and not an "audit". In an audit, source documents are examined. In a review, the financial statements presented by management are accepted as is. They are scrutinized from the point of view generally accepted accounting practices and any discrepancies are followed up. A review is cheaper than an audit and the trend is for small organizations like ours to have a review.

He said that this year, Janet Gehr is stepping down as auditor of OFNC accounts after 20 years of service to the Club. He thanked her on behalf of the Club and personally because she has been of much help to him over the past 10 years.

It was moved by Frank Pope that this financial statement be accepted as a fair representation of the financial position of the Club as of September 30 2010. Seconded by Fenja Brodo.

**Carried**

Following the Treasurer's Report, there was a discussion about the increase in the 2011 membership fees, as well as the new \$30 fee for hard copies of the CFN. Some Life Members objected to having to pay for printed copies of the CFN, claiming that the agreement when they bought a life membership was that they be provided with printed copies of the CFN. Ann MacKenzie referred to the President's Perspective in an earlier Trail and Landscape that explained the financial situation of the OFNC.

It was also mentioned that a way should be designed to get the members' opinion on issues such as increasing membership fees.

The question of having a student fee was also raised. Ann agreed to bring this to Council for discussion.  
**ACTION:** Ann MacKenzie

## 5. Committee Reports

Ann MacKenzie asked for questions and comments on the 2010 committee reports which had been distributed to the attendees. Some rewording in the Awards Committee's report was suggested. An error in the Conservation Committee Report was also identified. The report reads "The Greenbelt Coalition has so far failed to submit any detailed policy document to the Greenbelt Master Plan Review team." In fact, the policy document was submitted in September.

Moved by Ron Bedford and seconded by Diane Kitching that the reports be accepted with the above correction.

**Carried**

## 6. Nomination of the Financial Reviewer

Moved by Frank Pope and seconded by Diane Lepage that the accounting firm of Welch LLP be nominated to conduct a review of the OFNC's accounts for the 2010-11 fiscal year.

**Carried**

## 7. Report of the Nominating Committee – Fenja Brodo

### SLATE PROPOSED BY THE NOMINATING COMMITTEE

#### *Officers*

President	Ann MacKenzie
1 <sup>st</sup> Vice President	Fenja Brodo
2 <sup>nd</sup> Vice President	Jeff Skevington
Recording Secretary	Annie Bélair
Treasurer	Frank Pope

#### *Ex-officio members*

Business Manager	Frank Pope
Editor CFN	Carolyn Callaghan
Editor T&L Hamilton	Karen McLachlan
Webmaster	Sandra Garland
ON Nature Rep	Diane Lepage

#### *Committee Chairs*

Awards	Eleanor Zurbrigg
Birds	Chris Traynor
Conservation	Ken Young

Education & Publicity	Fenja Brodo
Excursions and Lectures	Jeff Skevington
Executive	Ann MacKenzie
Finance	Barbara Chouinard
Fletcher Wildlife Garden	Sandra Garland
Macoun Club Council)	Rob Lee (not on
Membership	Henry Steger
Publications	Dan Brunton

#### *Members at large*

Julia Cipriani
David Hobden
Diane Kitching (Macoun Club rep)
Jeff Saarela

Moved by Fenja Brodo and seconded by Frank Pope that the above slate be accepted as members of the Council of the OFNC for 2010.

**Carried**

Ann MacKenzie thanked all members of Council for their dedication over the year and bid farewell to those leaving the Council.

She welcomed the new members and thanked them for accepting this new responsibility

## 8. New Business

Francis Cook (who was not present at the ABM) asked Carolyn Callaghan to convey, on his behalf, a deep thank you to the Club for years of support, to past and present members of the Publications Committee, and to Sandra Garland, Frank Pope and Roy John.

Moved by Ernie Brodo/Paul Catling that a special note of thanks be presented to Francis Cook for accepting to be chief editor of the CFN for 34 years.

**Carried**

## 9. Adjournment

Moved by David Hobden and seconded by Sandra Garland that the meeting be adjourned at 9:00 pm.

**Carried**

ANNIE BÉLAIR  
Recording Secretary

## The Ottawa Field-Naturalists' Club Committee Annual Reports for 2010

### Awards Committee

The Awards Committee met in January to consider nominations received for the various OFNC awards and candidates who best fit the criteria for an award were selected. The committee recommended to the OFNC Council that five awards be given for 2010 including two Honorary memberships. Citations were prepared for each of the award recipients, and the awards were presented at the annual Soiree in April. Citations will be published in The Canadian Field-Naturalist.

ELEANOR ZURBRIGG  
Chair, Awards Committee

### Birds Committee

The Birds Committee organized the Fall Bird Count and along with the Club des Ornithologues de l'Outaouais participated in the 2009 Christmas Bird Count. The annual Peregrine Falcon Watch did not go ahead this year due to egg failure. The seed-a-thon was successful in raising money to operate the club's bird feeders. The committee continues to operate

a rare bird alert and the Ottawa bird status line, a recorded telephone message of current bird sightings. Several committee members handle an increasing number of bird identification requests that come in to the club via its website. An Eastern Screech Owl nest/roost box project was in operation with 15 boxes placed within the Christmas Bird Count circle. The Bird Record Subcommittee met during the year to review rare bird reports.

CHRIS TRAYNOR  
Chair, Birds Committee

### Conservation Committee

**PROPOSED RESOLUTION ON WIND FARMS:** Council endorsed Ontario Nature members' proposed resolution on wind farms. The purpose was to promote the need to minimize adverse effects on migratory birds, shoreline birds, waterfowl, and bats.

**ALGONQUIN PARK LOGGING AMENDMENTS:** A letter with President's signature was sent expressing approval for proposed amendments as a step in the right direction. The amendments would increase by about 5% the area of the park that is protected from logging.

**TREE BYLAW VIOLATION:** At her request, a letter was sent to Councillor Christine Leadman criticising the City for failing to act against a developer who destroyed a distinctive tree in Kitchissippi Ward.

**ALFRED BOG MANAGEMENT PLAN:** A letter with President's signature was sent to Ontario Parks expressing approval for the draft plan, except for perceived weakness in regard to rehabilitation and water management, and for giving access privileges to hunters while discouraging access by the public. Council decided not to transfer the OFNC's 50 acres of the bog to Ontario Parks, and later decided to transfer the land to the South Nation Conservation Authority, which will give them a legal right to be consulted.

**PROPOSED OTTAWA FOREST KEEPER:** In response to a suggestion by members of the South March Highlands Coalition, Council felt that the modest success of the Ottawa Riverkeeper would not be a viable model for a Forest Keeper. There are few regulations protecting forests, and there isn't the same public interest.

**NCC GREENBELT MASTER PLAN REVIEW:** Stan Rosenbaum and Ken Young sent policy proposals to Sylvie Lalonde, the NCC's head planner, on September 2<sup>nd</sup>, 2010. The OFNC Council endorsed this document on September 20<sup>th</sup> and had it posted on the OFNC web site. The proposals include a policy on hay cutting during the nesting season for ground-nesting birds, including the statement: "... leaving the protection of ground-nesting birds at the individual discretion of tenants is not acceptable. Ultimately, the NCC as a federal agency is responsible for the protection of migratory birds on federal land."

The OFNC is a member of the Greenbelt Coalition, a coalition of environmental organizations formed to lobby the NCC on the Master Plan Review. Also in September, 2010, the Coalition submitted a policy document to the NCC.

STAN ROSENBAUM

### Chair, Conservation Committee

#### *Education & Publicity Committee*

This committee met three times formally.

We have a newly purchased digital projector, a laptop computer with a wealth of photographs available for Club presentations. A start has been made to organize the images.

We sent judges to the Ottawa Regional Science Fair, Saturday 10 April 2010 who found worthy recipients for our prizes.

Gillian Marston's display on biodiversity was featured at the National Wild Life Festival, 27-28<sup>th</sup> March. We participated in National Environment Week at the DND in June. We show-cased our Club at the CMN "Meet the Experts" event on 27-28 November, together with the Fletcher Wildlife Garden and the Macoun Club.

We are often asked to provide speakers or leaders and we fulfilled two such requests. (Requests for leaders often go directly to Dave Moore, not a member of this committee.)

We are advertising more broadly for our monthly meetings and for selected outings. On three occasions we got radio coverage that resulted in increased attendance and possibly a few new members.

The sales desk is ably staffed at each monthly meeting and we are selling our new T-shirts, water bottles with our logo, as well as Christmas cards and back issues of journals and books.

Extra copies of the Breeding Bird Atlas were given away to Michael Runtz and Lenore Fahrig, Carleton University, with specially designed book plates indicating that these were gifts from our Club.

FENJA BRODO  
Acting Chair, Education & Publicity

### Excursions and Lectures Committee

We had a successful year with our ten monthly meetings, the Soiree, 34 trips, one workshop plus two additional talks at the Fletcher Wildlife Garden Interpretation Centre and one talk at the Canadian Museum of Nature (CMN). This year one excursion was cancelled due to the unavailability of the trip leader and a substitute could not be found. Our Soiree took place uneventfully. Two of our monthly meetings were held at the Neatby Building, Carling Avenue while the CMN was renovating the museum. Following the completion of those renovations, refreshments are no longer served at the monthly meetings due to a change in the CMN catering policies. Birding is the most popular activity, with 16 trips organized in 2010. The number of participants at our biannual Point Pelee National Park trip exceeded our expectations. We need to entice more leaders to lead more birding trips. This was the fourth year that we participated in the North American Butterfly Count. Our six full-day excursions were well attended. We had one weekend trip with canoes to the Barron River Canyon of Algonquin Park. Other trips emphasized geology, mudpuppies, fungi, lichens, botany, insect collecting, tree identification, ferns, and general natural history.

This year we had two events specifically for families and we propose to include more such trips. In addition, we advertised a field trip by the Macnamara Field Naturalists Club to the March Highlands.

Due to a number of interviews on local radio by club members, we have been publicizing our field trips more widely this year. After moving into the new Theatre in the basement of the CMN in June 2010, we are also raising the profile of our monthly talks to the public.

CHRISTINE WONG  
Chair, Excursions and Lectures Committee

### Finance Committee

The first meeting on February 9 was to look at the financial statements from the previous year. The format of the audited financial statements for the year ending September 30, 2009 was different because of new requirements within the

auditing profession. For example, the capital funds are included in the balance sheet rather than just in a separate note. Both received donations and earned interest are included in revenue. Donations given, such as the ones to the Wild Bird Care Facility and the Nature Conservancy, are shown in the list of annual expenses. Club officials may reformat the statements for management purposes as long as they are called Internal Management Statements and do not purport them to be the audited statements. At the Annual Business meeting in January we had distributed such reformatted statements along with the audited statements.

The Club is continuing to run a deficit. The annual revenue generated does not cover the regular operating costs and the difference is being made up by donations and interest earned on bequests. Despite our large capital account balances we cannot continue to operate the club on a business model of continuous deficits. As part of Council's strategic planning we should consider aiming toward balancing the books in the next three to five years.

The second meeting of the Finance Committee was held August 24<sup>th</sup>. The purpose of that meeting was to prepare a budget for presentation at the September Council meeting. That budget proposed significant cuts that were not acceptable to Council. The revised budget and membership rate increases were considered at an October meeting after the start of the next year for the Club.

ANN MACKENZIE  
Chair, Finance Committee

### Fletcher Wildlife Garden

#### *Habitat improvement*

This was a difficult year for the management committee as we finally had to make a decision about repairing the dam that created our amphibian pond. Several heavy spring runoffs had eroded the dam to the point where makeshift repairs were no longer adequate. Drummond, the firm who created the original dam, was able not only to rebuild it, but also make the spillway wider and deeper to accommodate higher levels of water in spring. This, in turn, necessitated a longer bridge, for which we hired a carpenter and received considerable help from Agriculture and Agri-Foods Canada.

#### *Control of invasives*

Aside from expansion of the butterfly meadow, relatively little work was done on invasives control this year. Muskrats seem to be controlling flowering rush and frog-bit in the pond. We had help from a group of young volunteers to pull garlic mustard one Friday morning in spring, and in late summer we invited the public to help cut dog-strangling vine (DSV). This "blitz" idea, which was also used success-

fully in Kanata, led to plans for a city-wide effort to control DSV and other invasives in 2011.

### Outreach

We continue to use our web site and photo blog to reach a wide audience. This year we started a Facebook page for the FWG. We hosted several corporate volunteer groups, school classes, and scout troops, all of whom contributed tremendously to improving various habitats.

SANDY GARLAND  
Chair, Fletcher Wildlife Garden

### Macoun Club Committee

The Committee met at the beginning of the year to set the Club's overall direction, and after that carried out the month-to-month planning by telephone and e-mail. Committee members supervised or gave presentations at 19 indoor meetings, and led 14 field trips during the school year (plus several special field trips during the summer). All indoor sessions were held in the Fletcher Wildlife Garden building; most field trips took place either at the Club's nature-study area in Ottawa's Greenbelt or on private properties in Lanark County. In May, Ontario Nature organized a special joint field trip at the Perth Wildlife Refuge, bringing together the Macoun Club and the young people of the Kingston and Macnamara Field Naturalists Clubs, together with their leaders.

In July, the Macoun Club lost one of its most committed and active leaders, Martha Camfield, at the age of 90. Memorial donations were directed to the Macoun Club, and they were generous. Furthermore, Martha had sent her own children to Macoun Club in the 1950s, and, now grown, they have proposed to establish an endowment fund for its benefit.

Six years after the last "Seniors" graduated, a small high-school-age group has reformed. Older members have always been important for taking on special responsibilities, such as editing the Club's newsletter. Encouraging numbers of younger children continue to join, though not quite enough to sustain a strong Club.

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 fifth annual edition of the Macoun Club's notebook on sightings in the Club's nature-study area in the Greenbelt near Bells Corners was bound in hard-cover and distributed to members.

ROBERT E. LEE  
Chair, Macoun Field Club

### Membership Committee

The distribution of the membership for 2010 at September 30, 2010 is shown in the table below, with the corresponding

	CANADIAN		USA		OTHER		TOTAL	
	2010	2009	2010	2009	2010	2009	2010	2009
Individual	386	(376)	15	(17)	0	(1)	401	(394)
Family	293	(279)	1	(1)	1	(1)	295	(281)
Sustaining	14	(15)	0	(0)	0	(0)	14	(15)
T and L	4	(4)	0	(0)	0	(0)	4	(4)
Honorary	21	(20)	0	(0)	0	(0)	21	(20)
Life	52	(52)	3	(5)	1	(1)	56	(58)
Other	22	(24)	0	(1)	1	(1)	23	(26)
<b>TOTAL</b>	<b>792</b>	<b>(770)</b>	<b>19</b>	<b>(24)</b>	<b>3</b>	<b>(4)</b>	<b>814</b>	<b>(798)</b>

numbers for 2009 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 620 and 650 in 2009 and 2010, respectively. The increase in total membership of 16 is the first in several years and was driven by a significant increase in local membership. There continued to be a decrease in members located more than 50 km from Ottawa. The decrease of 6 in U.S.A and other international membership was mostly due to the return of four members to Canada.

HENRY STEGER  
Chair, Membership Committee

### Publications Committee

The Publications Committee met four times in 2010.

Four issues of *The Canadian Field-Naturalist* were published to December 13: Volume **122** (3, 4) and Volume **123** (1, 2). Six more issues (Volume **123** (3, 4) and Volume **124** (1-4)) are in an advanced state of preparation and are expected to appear shortly. The four issues published to date contained 412 pages; 35 articles; 17 notes; 60 book reviews; 124 new titles; 21 pages of News and Comments; 5 pages of miscellany; and a 19 page index. Manning fund interest supported 14 papers for a total of \$5027.

This has been a momentous year for *The Canadian Field-Naturalist*. In the approach to online publishing, the ad hoc committee (set up last year to investigate the various aspects) concluded that the system set up by Garland was too narrow

in its approach and would be inadequate, especially for institutional subscribers. The committee recommended using either Open Journal Systems (OJS) to produce the online version, or putting production in the hands of a commercial publisher (e.g., Springer, who submitted a detailed offer). The Publications Committee recommended to Council that OJS be used. Council agreed.

Long time Editor, Francis Cook, said that he will retire with the completion of Volume **124**, and intends to have Volume **124** completed before the 2011 Annual General Meeting (an immense task).

A steering committee was struck to search for a new Editor and to find the personnel to set up OJS. The setting up of OJS is likely to be an onerous task, but thereafter should be relatively straightforward to use. It was recognized that the most important tasks are to have *The Canadian Field-Naturalist* caught up, and kept up to date, and to have OJS set up and running. The newly appointed Editor, Carolyn Callaghan, has excellent credentials, and will begin with Volume **125**. Jay Fitzsimmons was commissioned to set up OJS, with appropriate help.

Volume **44** of *Trail & Landscape* was published on schedule in four issues containing 196 pages.

I also announced that I would retire as Chair of this Committee, and from Council, at the end of 2010.

RONALD E. BEDFORD  
Chair, Publications Committee

## Review Engagement Report

To The Members of THE OTTAWA FIELD NATURALISTS' CLUB

I have reviewed the statement of financial position of THE OTTAWA FIELD-NATURALISTS' CLUB at September 30, 2010, the statement of changes in net assets, and the statement of operations and cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussions related to information supplied to me by the management. A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

**CHARTERED ACCOUNTANT,  
Licensed Public Accountant**

North Gower, Ontario  
January 12, 2011

### The Ottawa Field-Naturalists' Club Balance Sheet September 30, 2010

	2010	2009
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$78,103	\$84,901
Prepaid Expenses	1,935	3,435
Investment certificate (Note 1)	127,267	104,833
Marketable securities (Note 2)	0	50,913
Accounts receivable	2,388	791
	<u>209,693</u>	<u>244,873</u>
<b>LAND – ALFRED BOG</b>		
(At cost, assessed value \$19,100)	3,348	3,348
Marketable Securities (Note 2)	<u>334,813</u>	<u>281,300</u>
	<u>\$547,854</u>	<u>\$529,521</u>
<b>LIABILITIES AND FUND BALANCES</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	4,478	\$2,500
Deferred revenue	10,438	9,987
	<u>14,916</u>	<u>12,487</u>
<b>LIFE MEMBERSHIPS</b>	<u>5,480</u>	<u>18,744</u>
<b>NET ASSETS</b>		
Unrestricted	280,770	258,062
Internally restricted	<u>246,688</u>	<u>240,228</u>
	<u>527,458</u>	<u>498,290</u>
	<u>\$547,854</u>	<u>\$529,521</u>

**The Ottawa Field-Naturalists' Club  
Statement of Operations**

For the year ended September 30, 2010 (Unaudited)

	2010	2009
<b>REVENUE</b>		
Memberships	\$37,414	\$23,547
Donations	10,431	17,686
Interest	15,479	19,050
GST rebate	1,832	2,666
Sales	626	437
Other	187	200
	<u>65,969</u>	<u>64,823</u>
<b>OPERATING EXPENSES</b>		
Administrator	2,000	2,000
Affiliation fees	225	627
Computer expense	2,751	5,967
Membership committee	866	1,033
Donations	5,977	23,500
Bookkeeper	6,300	6,300
Telephone	2,768	2,729
Insurance	785	770
Office	856	986
Postage	906	666
Professional fees	2,500	2,000
GST	5,337	3,357
Other	625	1,815
	<u>31,896</u>	<u>51,750</u>
<b>CLUB ACTIVITY EXPENSES</b>		
Awards	-146	377
Birds	1,510	1,681
Canadian Field Naturalist (Note 3)	4,124	8,946
Education and publicity	912	1,109
Excursions and lectures	-3,897	429
Macoun Field Club	145	599
Trail and Landscape	7,099	9,810
Fletcher Wildlife Garden (Note 4)	3,638	(2,925)
	<u>13,385</u>	<u>20,026</u>
	<u>45,281</u>	<u>71,776</u>
<b>EXCESS EXPENSES</b>	<u>\$20,688</u>	<u>(\$6,953)</u>

**The Ottawa Field-Naturalists' Club  
Statement of Cash Flows**

For the year ended September 30, 2010 (Unaudited)

	2010	2009
<b>Cash Flows from Operating Activities</b>		
Excess (expenditures) revenue for the year	\$ 20,688	(\$6,953)
Net change in non-cash balances	<u>10,812</u>	<u>24,473</u>
<b>(Decrease) in Cash from Operating Activities</b>	<u>31,500</u>	<u>17,520</u>
<b>Cash Flows From Financing and Investing Activities</b>		
Decrease in Life Memberships	13,264	1,868
Net purchase and sale of investments	-5,913	(-5,913)
	7,351	(-4,045)
<b>Net (Decrease) Increase in Cash and GIC</b>	<u>15,636</u>	<u>13,475</u>
<b>Cash and GIC, beginning of year</b>	<u>189,734</u>	<u>176,259</u>
<b>Cash and GIC, end of year</b>	<u>205,370</u>	<u>\$189,734</u>
<b>Net Change in Non-Cash Balances</b>		
Accounts receivable	-1597	\$17,024
Cumulative unrealized losses on financial assets	8,480	15,982
Prepaid expenses	1,500	3,435
Accounts payable and accrued liabilities	1,978	(2,184)
Deferred revenue	451	(2,914)
	<u>\$ 10,812</u>	<u>\$ 24,473</u>



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

September 30, 2010

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### 1. Purpose of the Organization

The organization is non-profit and incorporated under the laws of Ontario (1884). As a non-profit organization, it is not subject to income taxes under the Income Tax Act. 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

Financial assets and liabilities are recognized and measured as follows:

- Cash, consisting of bank and broker account balances, and short term investment certificates (GIC's due within one year) are classified as a held-for-trading financial asset, measured at fair value and changes in fair value are recognized in the statement of operations.
- Trade accounts receivable are classified as loans and receivables, and measured at amortized cost. In this case the value is at the same amount as originally recorded.
- Marketable securities and investments are classified as available-for-sale investments. They are recognized at fair value and changes in this value are recognized in the statement of changes in net assets until they are sold. When investments are sold the related accumulated gain or loss are recognized in the statement of operations. Any transaction costs are added to the initial cost of the investment.
- Accounts payable and accrued liabilities are classified as other financial liabilities. They are measured at amortized cost using the effective interest method.

### 3. Financial Risk Management Objectives and Policies

The Club is exposed to various financial risks resulting from both its operations and its investment activities. The Club's management manages financial risks and focuses on actively guaranteeing the Club's short and medium-term cash flows by minimizing its exposure to capital markets.

The carrying amount of the Club's financial assets on the statement of financial position represents the maximum amount exposed to credit risk. This credit risk is primarily attributed to the accounts receivable. The Club does not require a credit check or guarantee from its members. The accounts receivable are limited to small transactions for memberships and subscriptions, with the occasional larger one for articles.

The Club's objectives to managing capital are to safeguard the Club's ability to continue as a going concern and to meet its financial obligations. It meets these objectives by investing in secure obligations and guaranteed investment certificates that mature at various intervals.

### 4. 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.

### 5. Funds and Revenue Recognition

The organization prepares its financial statements using fund accounting. All funds are internally restricted. The purpose of the internally restricted funds are as follows:

- General Reserve – this amount was established by the Board to fund outstanding operating expenses when the Club is terminated.
- Manning – this fund was established by a bequest, and the interest generated is used to assist authors to publish articles in the Canadian Field-Naturalist (80%), and for special Club projects (20%).
- Seedathon – this fund collects donations from the annual bird sighting event and purchases seed for the Clubs bird feeders.
- Anne Hanes Memorial – this fund was raised in memory of Anne Hanes, the founding editor of Trail and Landscape, and is used to finance the annual winners of the Anne Hanes Natural History Award.
- de Kiriline-Lawrence – this was funded by a bequest from the popular author of nature books, and is supplemented by annual donations and used to support conservation efforts.
- Macoun Baillie Birdathon – this fund recognizes the donations and pledges based upon the number of bird sightings in the one day birdathon sponsored by Bird Studies Canada, and is used to support the Macoun Field Club, a club for youth.
- Alfred Bog – a fund established to raise funds for the successful acquisition of Alfred Bog property, and to continue to raise money for purchase of the remaining property in the Bog.

Membership fees and subscriptions are recognized in the year to which they apply. Life memberships are written off over 15 years.

- Donations, and all other fund-raising revenue is recognized when received. GST refunds are recognized when received.
- Realized gains and losses are reported in the statement of operations, while unrealized gains and losses are reported in the statement of changes in net assets.

### 6. Foreign Currency

Transactions during the year in US 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 US dollars at year end have been converted to Canadian dollars at the rate effective on Sept. 30, 2008. Gains or losses resulting therefrom are included in revenue or expenses.

### 7. Accounting Estimates

The preparation of financial statements in accordance with Canadian generally accepted accounting principles requires management to make estimates and assumptions that effect the amounts recorded in the financial statements and notes to the financial statements. These estimates are based on management's best knowledge of current events and actions that the Club may take in the future. Actual results may differ from these estimates.



**8. Comparative Figures**

Certain comparative figures have been reclassified to conform with the presentation adopted in the current year.

**9. Future Accounting Standards**

In September 2008, the Canadian Institute of Chartered Accountants (CICA) modified the accounting standards that apply only to not-for-profit organizations. Changes that would affect the Club are:

- Revenue and expenses must be recognized and presented on a gross basis when an organization is acting as a principal in transactions;
- New disclosures are applicable when the organization classifies its expenses by function.

These new standards are effective for fiscal years beginning after January 1, 2009, and would apply to the next fiscal year of the Club.

**The Ottawa Field-Naturalists' Club Notes to the Financial Statements  
For the year ended September 30, 2010**

	<b>2010</b>	<b>2009</b>		
<b>1. CASH (Note 2, Accounting Policies)</b>				
Chequing	\$ 6,983	\$ 19,106		
Savings	40,896	52,682		
Nesbitt Burns	23,855	4,338		
Fletcher Wildlife Garden	<u>6,369</u>	<u>8,775</u>		
	<u>\$ 78,103</u>	<u>\$ 84,901</u>		
	Maturity Value	Maturity Date	Yield	Market Value
	\$20,600	10/01/10	.65%	\$ 20,734
	78,220	9/29/11	.08%	78,220
	26,000	10/09/12	4.41%	<u>28,313</u>
				<u>\$ 127,267</u>
<b>2. MARKETABLE SECURITIES (Note 2, Accounting Policies)</b>				
	Maturity Value	Maturity Date	Yield	Market Value
Prov. of Newfoundland Coupon	44,782	10/17/11	4.525%	\$ 44,015
Prov. of Ontario Coupon	15,376	12/02/12	4.591%	14,769
Prov. of Manitoba Coupon	45,740	09/05/13	4.694%	43,092
Prov. of New Brunswick Bond	60,000	12/03/15	3.965%	65,437
Res CIBC Int BB6	70,827	10/31/14	4.144%	62,246
Ontario Hydro	28,281	11/26/16	4.791%	23,495
Prov. of Ontario Coupon	57,355	12/02/17	5.000%	45,239
Prov. of Newfoundland Bond	53,117	01/07/20	4.360%	<u>36,520</u>
				<u>\$334,813</u>
<b>3. Canadian Field-Naturalist Operations</b>				
REVENUE				
Subscriptions			17,208	\$15,400
Reprints			4,400	2,411
Publication charges			34,206	27,086
Other			<u>0</u>	<u>0</u>
			<u>55,814</u>	<u>44,897</u>
EXPENSES				
Publishing			33,282	29,245
Reprints			996	1,200
Circulation			13,449	7,899
Editing			9,371	9,934
Other			<u>0</u>	<u>0</u>
			<u>57,098</u>	<u>48,278</u>
<b>Excess Expenses Over Revenue</b>			<u>(\$1284)</u>	<u>(\$3,381)</u>

**The Ottawa Field-Naturalists' Club Notes to the Financial Statements  
For the year ended September 30, 2010 (Unaudited)**

	2010	2009
<b>4. Fletcher Wildlife Garden</b>		
REVENUE		
Human Resources and Skills Dev. Canada	0	0
Sales and other income	3,473	5,774
GST refund	0	0
Donations	935	400
	<u>4,408</u>	<u>6,174</u>
EXPENSES		
Program	94	89
Backyard	575	765
Buckthorn removal	0	0
Habitats	6,112	817
Interpretation centre	100	980
Administration	469	201
GST	0	27
Fund raising	563	219
Publications	74	70
Pond testing	0	0
Library	59	81
	<u>8,046</u>	<u>3,249</u>
Excess Expenses Over Revenue	(\$3,638)	\$2,925

**5. Statement of Fund Operations and Changes in Net Assets**

	General Reserve	Manning	Seedathon	Anne Hanes Memorial	De Kiriline Lawrence	Macoun Baillie	Alfred Bog	Total
<b>Revenue</b>								
Donations	0	0	495	0	0	2,364	0	2,859
Interest	0	4,199	0	0	0	0	0	4,199
Sales	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>0</u>	<u>4,199</u>	<u>495</u>	<u>0</u>	<u>0</u>	<u>2,364</u>	<u>0</u>	<u>7,058</u>
<b>Expenses</b>								
Waived charges, CFN	0	2,840	0	0	0	0	0	2,840
Donations	0	0	0	0	0	0	3,977	3,977
Seed	<u>0</u>	<u>0</u>	<u>882</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>882</u>
Prints	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>0</u>	<u>2,840</u>	<u>882</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>3,977</u>	<u>7,699</u>
<b>Net Assets, Beginning of Year</b>	0	1,359	-387	0	0	2,364	-3,977	-641
<b>Net Assets, Beginning of Year</b>	<u>100,000</u>	<u>120,944</u>	<u>409</u>	<u>630</u>	<u>13,064</u>	<u>1,204</u>	<u>3,977</u>	<u>240,228</u>
<b>Net Assets, End of Year</b>	<u>100,000</u>	<u>122,303</u>	<u>22</u>	<u>630</u>	<u>13,064</u>	<u>3,568</u>	<u>0</u>	<u>239,587</u>

**6. Publication Liability**

A subscription entitles the subscriber to four issues of The Canadian Field-Naturalist based on a calendar year. As the year end of the Club is September 30, the Club incurs a liability for publishing the fourth issue of each publication.

At this time, however, the publication of The Canadian Field-Naturalist is running late. At 30 September 2010, the Club owes subscribers Vol. 2, 3, and 4 of 2009 and 2010. Although most of the work preparing these publications are done by volunteers, the Club must pay for printing and mailing. Based upon recent costs, it is estimated that the Club has a liability of \$60,000 for the outstanding issues. This amount will be reduced by page charges to the authors in the amount of 40% of the printing costs

**7. Donations**

During the year the Club donated \$2,000 to the Kingston Field-Naturalists toward a study of owls on Amhurst Island.