



**Ontario Horticultural Association  
District 2  
Fall Advisory Council Agenda  
November 4, 2017  
10:00 a.m. – 3:30 p.m.**



**Host: Deep River Horticultural Society**  
Deep River Library Program Room (Downstairs)  
55 Ridge Road, Deep River ON K0J 1P0

1. Call to order/Welcome

2. Introductions/Announcements

- Welcome and housekeeping from Deep River HS

- 70th anniversary for Deep River HS
- Morning snacks, beverages and lunch relish tray available

- Special Guests – none

3. Roll Call:

D2 Board present: Sharlene Desjardins, DD, Sheila King ADD Rideau, Anne Clark-Stewart ADD at large, Kathleen Lang ADD Mississippi, Jane Woodcroft ADD upper Ottawa, Kathryn Lindsay Past DD/meeting minutes.

Society

2	Almonte	2	Madawaska Valley	2	Perth & District
2	Beachburg		Manotick	2	Petawawa
	Carleton Place & District	2	Nepean		Smiths Falls
2	Deep River	1	Ottawa		Stittsville-Goulbourn
2	Eganville & Area	1	OV Rock Garden	2	West Carleton
1	Greater Ottawa Water Garden	1	Pakenham		
	Kanata March	2	Pembroke		

4. Additions to /Approval of Agenda

- A few items added (incorporated in below)

**Motion to accept: Sheila King      Seconded: Jane Huntley      Carried**

5. In circulation:

- District 2 contact list - Please make corrections and return to District Director before end of meeting.

- Who should make the corrections on the OHA website?

- Roundtable discussion
- To facilitate on-going communication, agreed that each Society should create a generic email account so that it does not change from one year to the next. Should be the only contact email used.
- Agreed that each Society should make their own corrections on the OHA annual report and c.c. changes to D2 DD and Secretary (or designate)
- Was not clear when corrections/revisions to be made. After fall/early winter AGM? On next annual report?

**Action: DD will send out a reminder/request in a D2 Communiqué.**

6. Amendments/Approval of Minutes:

- 2016 D2 Fall Advisory Council meeting – no changes.

**Motion to accept: Donna Christine    Seconded: Elaine Metzger    Carried**

- 2017 spring AGM draft minutes were circulated for information only.

7. D2 Executive Reports:

- Treasurer: (position vacant as of January 1, 2018)

- After discussions with OHA, DD will be hiring a bookkeeper if there is no volunteer shortly.
- 2017 budget update; 2018 proposed budget
  - Clarifications needed:  
Income – donations of \$300 – includes OHA \$200 for pollinator project?  
What is the \$50 donation for the pollinator project?

Expenses: One time expense of \$1000 for the pollinator project? Should be \$1900 as of motion at Fall 2016 Advisory.

**Action: DD to send out revised report for a vote by email.**

- Secretary: (position is vacant)

- Appointed at the meeting by DD: Sheila King
  - Sheila will continue as ADD Rideau until 2018 AGM
  - Kathleen Lang will assist Sheila getting computer/printer set-up.
- Correspondence – none.
- Expressions of sympathy – none.

- Director:

- In response to a question about D2 executive at society AGM's
  - There as a guest of the Society as a representative of the OHA.
- OHA license plate fundraiser - these are still available
  - Sharlene can pick up more at March 2018 OHA Board meeting if there is interest.

**Action: Societies to contact DD if interested in purchasing more license plates**

- Garden Ontario Week - June 9 - 17, 2018.

Action: Societies to register events on the website. For assistance contact [webmaster@gardenontario.org](mailto:webmaster@gardenontario.org)

- OHA Awards & Grants booklet – please review and submit nominations and consider awarding service certificates to deserving members.
  - D2 youth grant – 7 @ \$50; application on the D2 website; for something already done.
    - Deadline for submission: Dec 1
    - Need clarification from current coordinator (Karen Haddon) of what qualifies: only official youth programs or also expenses related to activity with youth (e.g. planting at schools)
- Action: Sharlene to contact Karen Haddon to clarify what qualifies.
- Societies should go ahead and submit an application as first come first served and deadline is soon.
  - Pins – D2 has a supply; once exhausted will not be replenishing; will then be up to each Society to order their own.
  - D2 AGM certificates – roundtable discussion
    - Propose to no longer provide certificates; D2 Trophy for highest % increase in adult membership will continue to be awarded
    - Other membership achievements there will be announced at the AGM and a photo taken for an article for Trillium
    - Suggestion to make photo/article available to Society for inclusion in their Yearbook
    - All in favour of the proposed change.
  - In memorium
    - Current practice is time consuming at the AGM
    - Since interest in having AGM start later, to save time, propose have an installation at each AGM and info transferred to *In Memorium* book
- Action: Societies to submit names/photos to D2 Secretary (or designate) throughout the year so can be compiled on an on-going basis for the D2 AGM
- Sharlene Desjardins volunteered to look after the installation and the book.
  - Seedy Saturday/Sunday
    - Grants for first time events
    - Applications are available on the OHA website under the forms tab
    - Applications must be submitted by November 15 of the current year for payment in January of the year of the event.
  - Nomination Committee - chair (Kathryn Lindsay as Past DD) and Sheila King
    - Nominations due January 15th, 2018
    - Positions Available:
    - Director: Sharlene Desjardins - will run again

Secretary – Sheila King (appointed at 2017 Fall Advisory)

Treasurer - Vacant (to be appointed - please contact Sharlene if interested)

Assistant District Directors:

Rideau Basin: Sheila King - year 3 of 3

- (Anne Clark-Stewart year 1 of 3 is willing to serve in this position)

Upper Ottawa Valley: Jane Woodcroft - year 1 of 3 (will run again)

Mississippi: Kathleen Lang - year 1 of 3 (will run again)

At large: will be vacant

- District 2 Service Award: Nominations due Jan 15; criteria on D2 website

Action: DD to circulate call for nominations in D2 Communiqué

Action: Societies to send nominations to K.Lindsay ([ohad2pastDD@gmail.com](mailto:ohad2pastDD@gmail.com)) and Sheila King ([SheilaKing.art@rogers.com](mailto:SheilaKing.art@rogers.com))

## 8. D2 Committee Reports:

- D2 Communiqué: Linda Bartlett will continue as editor.

- D2 and Society websites:

- D2 webmaster: Lori Ray
- Website resource from OHA: Howard Hunter need email contact
- New OHA webmaster: April Davies [webmaster@gardenontario.org](mailto:webmaster@gardenontario.org)

Action: DD to send out contact details in D2 Communiqué

- Judges Update (Kathryn Lindsay)

- Interdistrict Judges update organized and hosted by D2 on September 16th, 2017 with 44 participants from D1 to D4
- Members of the organizing committee (Madeline Archer, Linda Bartlett, Kathryn Lindsay) to serve as point of contact for D2 judges until next D2 Judges update.
- 2018: Judges update sessions at OHA Convention in Kingston
- 2019 Judges Update - spring – organizing committee: Anne Clark-Stewart, Sheila King, Gaye MacQuarrie, Kathleen Lang.

- Loblaws (Sheila King) – nothing to report as program seems to have gone dysfunctional.

- Photo Competition

- 2017 - 25 participants from 12 Societies; 99 entries in 9 classes
- 2018 schedule posted on D2 website. Contact: Karen Haddon

## 9. Other/New Business

- D2 Canada 150 Project - Pollinator Initiative (DD report to OHA was attached)

- ~110 pollinator gardens/habitat projects across OHA Districts in Ontario
- Convention District Friendly Competition - D2 entry was Eganville - winner was District 15
- Pollinator signs in French are now available to purchase @\$25

- OHA will be initiating 2 grants @ \$250 per year; criteria under development; comment that would be good if could be used for enhancement of existing projects rather than just new projects.

- D2 follow up in 2018 - Society competition/award/project  
Pollinator trail brochure – geocaching – D2 Fun Day event?

Action: K.Lindsay volunteered to lead this effort

- Anti-spam implementation

- Being implemented by all Societies
- Re-iterated importance of having a generic Society email address.

- Society Constitutions

- DD has all but one Society constitution in hand
- Question about use of proxy voting: Do/should proxy votes count towards the quorum?

Action: Needs an answer

- D2 constitution amendments proposed for 2018 AGM (was attached)

- Counties no longer exist so need to remove wording from the D2 constitution
- Societies comfortable with proposed amendments.

- Secretary-Treasurer Bonding Insurance (STBI) Fund

- Funds to be distributed at the Spring 2018 AGM.

- GardenOntario.org facebook page - please like, join, link to your Society page

- OHA charitable tax number - cannot be used by Societies

- Events calendar:

- Brian Haddon: Gardeningcalendar.ca - new Ottawa Region website; may be of interest to local Societies (flyer circulated)
- OHA website calendar; only Pembroke HS appears to be posting; comment by others that too labour intensive to enter
- Anne Clark-Stewart: Ottawa Garden Network website – posting the same information for the Greater Ottawa Area; supported by a federal grant and Landscape Ontario

Action: Anne C-S to send OGN information to [care@gardeningcalendar.ca](mailto:care@gardeningcalendar.ca)

Action: Brian Haddon to forward gardencalendar.ca handout to recording secretary to attach to the minutes.

From the floor:

- Society elections: Can a Society run without a President?

- Pakenham HS ran for a year without a President in 2017
- Eganville has found f2f the most effective form of recruitment
- Manotick – elect Board of Directors; assign executive positions (e.g. President, Secretary) from among Directors

- Recruiting members: Deep River HS ran a gardening 101 course in the spring for the public which generated a lot of interest and new members

Action: Each Society to come back with ideas at AGM for recruiting the younger demographic

#### 10. D2 Events

Fall 2018 Advisory – no volunteer(s)

Action: DD to review D2 events hosting history to discuss hosting going forward

#### Spring District AGM

- 2017 - Eganville - April 2017 (financial report was attached)

- 2018 - Manotick - April 21, 2018

Registration 9-9:45

Event starts at 10 a.m.

Lunch 11:30-12:30

AGM portion 12:30-2 p.m.

- Societies do not want to have to bring food, a door prize or cash
- 8 Societies of 16 in attendance sponsor their executive to attend; 4 sponsor members (one at half per person for anyone who attends)

- 2019 – No volunteer(s)

Action: DD to review D2 events hosting history to discuss hosting going forward

#### Fall Advisory Council

- 2017 - Deep River - November 4th, 2017

- 2018 - West Carleton – November 3, 2018 – Memorial Hall, Village centre

- 2019 – Smiths Falls TBC

#### Flower and Edibles Show

- 2017 - Pakenham, Almonte and Carleton Place

- Stats/Revenue-Expense statement presented

- 2018 - If no volunteer(s), D2 members will be encouraged to enter the OHA Convention flower show in Kingston July 27-29, 2018

- 2019 – No volunteer(s)

#### Fun Day

- 2018 – No volunteer(s) – possibly a geocaching excursion along the D2 Pollinator Trail

#### 11. OHA-related business

- Position descriptions circulated for Treasurer, Awards Coordinator, Marketing/Communications Coordinator

Action: Sharlene will circulate call for applications once received.

## President's Report

- Website update – launch spring 2018
- 2017 annual reporting on existing on-line tool
- Working on copyrighting GardenOntario.ca
- Ideas table

- Annual Reporting - importance of online reporting - Feb 1<sup>st</sup>

- President's Quick Start Booklet - hardcopies provided by the OHA were available at the 2017 AGM; available online at [gardenontario.org/docs/presidents\\_quick\\_start\\_book.pdf](http://gardenontario.org/docs/presidents_quick_start_book.pdf)

## Convention

- 2017 – D5 - Richmond Hill – July 21-23, Theme: Green from Shore to Shore

- 2018 - D3 - Kingston – July 27-29 , Theme:Shore to Shield

- 2019 – D11 - Windsor - July 19-21, Theme: Come to the Deep South where Everything Grows

## 12. Trillium Newsletter

- Submission deadline for winter issue is November 27th.
- Please send submissions to [editor@gardenontario.org](mailto:editor@gardenontario.org)

## 13. OMAFRA

- Importance of online reporting - Feb 1st

## 14. Expression of Appreciation/Adjournment

Thank-you to Deep River HS for hosting

**Motion to adjourn: Anne Clark Stewart Second: Kathleen Lang Carried**