



The Friendship Force of Ottawa Annual General Meeting Minutes December 14, 2023



Call to Order: 11:32 a.m.

1. Welcome

Joan Kinnie

Joan Kinnie chaired the annual general meeting. Anna Van Adrichem Rochon could not attend because of a last minute medical appointment. Anna sent her regrets and said that as FFO President the past two years, it has been an incredible journey and experience. She thanked members for their support and wished everyone a very happy holiday. Anna confirmed that she would extend her term as President for an additional one year, but for one year only.

2. Approval of Agenda

Joan Kinnie

MOTION: Accept the Agenda for the Annual General Meeting (AGM) of Friendship Force Ottawa

Moved by Colin Leech and seconded by Lynda Heffernan

CARRIED

3. Approval of Annual General Meeting (AGM) Minutes of November 29, 2021

Joan Kinnie

MOTION: Approve the AGM Minutes of November 29, 2021

Moved by Raymond Coté and seconded by Alain Dawson

CARRIED

4. Board Reports

- **Treasurer**

Colin Leech

A detailed draft 'Treasurer's Report' was sent out to the membership a few weeks ago. Initially a small deficit was projected but there was an unexpected surplus, noted Colin. More club members renewed their membership than was expected. The inbound Perth Australia had a surplus which the Perth club donated to our club. We also cancelled our Zoom account which was no longer needed. Anna has graciously used her own account for any Zoom requirements. Colin confirmed that although the club will have a deficit in 2024 it can now be absorbed because of these unexpected changes.

Colin encouraged members who have not already done so to renew their membership either by cheque or by the preferred method by many members, an e-transfer.

A question was raised about the donation that FFO makes to FFI. This donation has been in the amount of \$500 although during Covid, our club increased the donation to FFI from \$500 to \$1000. The board will discuss the extra donation at a future meeting.

Colin mentioned that two-thirds of our membership fees go to FFI, and our club keeps \$22 of the \$65 annual club fee. Our club's operating expenses for one year average \$2800.

In addition, Colin mentioned that the AGM and holiday luncheon was breaking even today, the second year in a row which is appreciated.

Another question was raised about our website costs. Colin said that the main cost for our website is \$500 every two years. There is also a \$45 cost to own the Friendship Force Ottawa name and a \$70 cost for the Google calendar. The board will review the need for the calendar.

Another question confirmed that a review of the club's financial records will have to be done. In the past, a full-blown audit was done. Colin said that for the size of our organization and its budget, this is not necessary.

MOTION: Approve of the draft financial statement

Colin Leech

Moved by Jaap Schouten and seconded by Michael Curran

CARRIED

- **VP Journeys**

Joan Gregoire/Joan Kinnie

Joan Gregoire as the retiring VP Journeys reminded the membership that the recent 'Capital Connections' outlined information on the inbound and outbound journeys for our club.

A question was raised on the FFI initiative of individual club members hosting for a few days, members from other clubs. It is an opportunity for a short term stay with a member of another club.

Bryan Horton spoke briefly of one such hosting which he had organized with a member of the Simcoe club, living in Midland. He indicated that it was not difficult to organize...unfortunately Bryan had to cancel the proposed journey for personal reasons.

Jaap Schouten and his wife Maria are planning for a fall visit to Northern Germany which would include a two day stay with a club member in Lubeck, Germany.

Joan Kinnie, as the new VP Journeys spoke of the upcoming inbound and outbound club journeys.

There have been communications back and forth with two clubs in Costa Rica for outbound journeys in 2024. No dates have been determined November is the rainy season and the Costa Rican clubs said it is not a good time to visit. The Costa Rican clubs are not available in March 2024. The Costa Rican clubs suggested a visit in July 2024 which our club declined.

It is hoped that the date for this double journey can be finalized soon. The fee for consideration is \$50 which will not be cashed until there is confirmation of not only the dates for these journeys but confirmation of club members who will participate in these journeys. Sign up sheets were mentioned to club members. Coordinator for this journey are Joan Kinnie and Julie Breeze.

Joan mentioned that our club has received a request for an inbound from Mundo Maya Tuxtla Gutierrez, Mexico for April 2024. Our club has given a tentative yes, but we need to finalize the number of our club members willing to participate in this inbound before it is confirmed. The Mexican club would like to have fifteen of its members participate. Joan mentioned the sign-up sheets were available to express one's interest.

Joanne Curran as the inbound journey coordinator spoke of the inbound Nor, Peru journey which will be from September 23rd to September 30th. The Nor club will come here for a one-week journey and then will proceed to Montreal for their own visit. They Nor club has a limited time...Joanne indicated most of them were working.

The number of ambassadors coming from Nor has not yet been determined, although fourteen or fifteen has been suggested to the Nor club. Joanne said that twenty or more seemed too big a number for our club to host.

Joanne referred to the sign-up sheets for day and night hosting and said that our club was looking for hosts for a combination of up to six couples and up to eight singles.

Joanne said a number of our club members had been to Nor and can attest that this inbound journey will be a good one and a fun one.

Joan Kinnie spoke of the proposals for outbound travel for 2025. She spoke of how she determined the proposals...such as where our club has been, the size and activity of the clubs,

etc. A list of options for club members was distributed to see what club members would prefer. The suggestions are:

1. Flathead Valley, Montana and Calgary or Medicine Hat, Alberta
2. Ghana and Tanzania
3. Baton Rouge and Los Angeles

Club members were encouraged to let Joan know their preferences. Our club submission to FFO will be made in January 2024.

- **VP Membership**

Joan Kinnie

As the retiring VP Membership Joan told the membership that in the past year the club has had four to five new members.

5. Election of Board of Directors for 2023-2024

Lynda Heffernan

Lynda mentioned again that Anna has agreed to extend her term as President for another year, but for one year only. Lynda expressed her concern that without a club president in the future, it would certainly put our club's survival in jeopardy.

Lynda thanked retiring board members, Joan Gregoire, Linda Miller-Nesbitt, and Shirley McKey for their support. She also thanked returning board members, Joan Kinnie, Colin Leech and Vivien Runnels for agreeing to remain on the board. Gertraude Martin and Pierrette Benoit have volunteered to join the board as 'Directors-at-Large' and Marie-France Horton has accepted the position as VP, Membership. Joan Kinnie has assumed the position of VP, Journeys.

Changes to the board have been acclaimed.

6. Other Business

Joanne Curran spoke to the membership about the upcoming 'Friendly Wanderers' return to the 'Barley Mow' for a lunchtime presentation on Thursday, January 25th from 11:30 am to 1:30 pm. Claire Fortin, Pierrette Benoit and Sharon Bedier will talk of their recent one-day fascinating excursion to Churchill, Manitoba to see the polar bears.

A question was raised about the club's assets and if we have an assets' manager. Colin Leech responded by saying, "We do not although the club has a number of assets". Colin has the audio-visual equipment, which is rarely used, in his basement, Alain Dawson has agreed to

continue maintaining the digital assets and Barb Smith has stored such items as tablecloths, banners, etc. Marie-France Horton said that she and Bryan have the coffee pots at their home.

Maureen Sly said that there are four missing tablecloths and asked members to check to see if they have them.

Colin indicated that there needs to be a more formal list of what we have and where it is.

Claire Fortin mentioned that she was initiating a board game activity for the club. It will be held either in her apartment or in her party room, depending upon the response.

Claire also mentioned that two new FFO club members are interested in the dinner club. If two or more members of the club are interested, a new group can be formed.

Colin added that the club would like to thank those members who have taken the lead of various club activities...forest walk, solo group, art appreciation, dinner club, games day, etc.

Shayla Mindell reminded club members and the solo group that she is hosting a new year's party in her party room.

Colin mentioned that Marie-France had placed our club business cards at each table for members to distribute to potential club members or those interested in hearing more about Friendship Force Ottawa.

Adjournment: 12.19 pm



Anna Van Adrichem Rochon
FFO President



for Vivien Runnels
FFO Secretary

Attachments:

Annual General Meeting November 12, 2022 minutes
Friendship Force draft budget