

# Society of Organic Urban Land Care Annual General Meeting MINUTES 7 pm EST, October 23, 2018



**Attendance: Voting Members:** *Nick Johnson - NJ, Calgary, David Greig DG, Christina Nikolic CN - Victoria, Astrid Muschalla AM - Kingston, Chris Morrison CM - Fergus, Julia Dupuis JD – Missouri, Michael Hermary MH - Duncan, Sundaura Alford-Purvis SA – Ottawa, Arlene Hazzan Green AHG– Toronto, Karen Cummins KC – Comox BC*

**QUORUM of 10 reached.**

**Recognition of First Nations land we each are on began the meeting.**

## **1. Approval of Agenda**

*JD moved to accept*

*-2<sup>nd</sup> MH*

**CARRIED**

## **2. Approval of 2017 Minutes**

*CN moved to accept*

*-2<sup>nd</sup> KC*

**CARRIED**

## **3. Reports**

**1.** Annual Report Year in Review – Secretary - AM – *see Appendix A*

**2.** Executive Director’s Report – SA – *see Appendix B*

**3.** Administrator/Membership Report – JD

Newsletter going out 4 times a year with SOUL news and a few member submissions. October to be going out shortly.

Member count- 2018 (2017)

Public - 11 (9)

Exam Application - 11 (17)

AP - 24 (26)

CP - 6 (5)

*JD moved to accept all 3 reports, Annual Report, Executive Director Report, Administrator/Membership report, as presented:*

*-2<sup>nd</sup> KC*

**CARRIED**

4. Treasurer's report – MH per Ken Nentwig (bookkeeping – term to end in October) - See Appendix C

Discussion MH – Spent more money than we brought in this past fiscal year. Updated Income/Expense fees – balance today is \$2,695.16.

\$700 were donated to SOUL from the Pit Meadows OMG group which has closed down. JD and SA will take Treasury/Bookkeeper files and these will be organized to be accessible to the board. To close SOUL – liabilities have to be determined; COG has invoices outstanding for SOUL of ~\$1000 for administrative support services in the 2016-2017 year (these were just found and reported to SOUL from COG). Julia will be looking to verify these invoices with our records.

AHG moved to accept the Treasurers Report

-2<sup>nd</sup> KC

CARRIED

**5. Vote** - BC has revised the Societies Act, which SOUL is currently registered under. This, along with limitations in operating and applying for grants and other funding sources outside of BC, led to a board decision to pursue incorporation as a federal not-for-profit corporation. BC's Society structure does not allow for a Society's registration to be continued (moved) out of the province. Due to this the board opted to approve the registration of a Federally incorporated not-for-profit under the name of Canadian Society for Organic Urban Land Care and to begin to transfer the activities, resources and obligations of the BC society to the new federal not-for-profit and the dissolution of the BC Society.

SOUL will continue to function and serve our members in a similar, and eventually, expanding capacity. All active memberships will be moved over to the new registration.

GDG - Moved that The Board and Staff proceed with the transfer of memberships, resources and obligations from the BC registered Society for Organic Urban Land Care to the federally registered not-for-profit Canadian Society for Organic Urban Land Care and, upon completion of that, transfer to proceed with the dissolution of the BC registered Society for Organic Urban Land Care.

MH -2<sup>nd</sup>

CARRIED

**6. Vote**

MH - Motved that the terms of the current board members be extended until the completion of the dissolution process but for no longer than to the end of the 2018 calendar year.

JD -2<sup>nd</sup>

CARRIED

**7. Adjournment**

DG - Motion to adjourn at 8pm

-2<sup>nd</sup> AHG

CARRIED

Continued.....



**Canadian Society of  
Organic Urban Land Care  
First Annual General Meeting  
MINUTES – 8pm EST  
October 23, 2018**

**Attendance: Voting Members:** *Nick Johnson - NJ, Calgary, David Greig DG, Christina Nikolic CN - Victoria, Astrid Muschalla AM - Kingston, Chris Morrison CM - Fergus, Julia Dupuis JD – Missouri, Michael Hermary MH - Duncan, Sundaura Alford SA – Ottawa, Arlene Hazzan Green AHG– Toronto, Karen Cummins KC – Comox BC*

**QUORUM of 10 reached.**

**Recognition of First Nations land we each are on began the meeting.**

**1. Approval of Agenda**

JD moved to accept  
-2<sup>nd</sup> MH  
**CARRIED**

**2. Election of Directors**

Director	Office	Agreed to Stand
Michael Hermary	Treasurer	Yes
Astrid Muschalla	Secretary/ Vice-President	Yes
Christina Nikolic	Director at Large	Yes
Chris Morrison	Director at Large	Yes
David Greig	Director at Large	Yes
Julia Dupuis	Director at Large	Yes

AHG moved to confirm nominations for the board  
DG -2<sup>nd</sup>  
**CARRIED**

**3. Call for motion to:** Adopt the bylaws previously approved by the initial board for the Canadian Society for Organic Urban Land Care.

JD moved to accept

-2<sup>nd</sup> CM

CARRIED

**4. Call for a motion to:** Waive the requirement for a Certified Public Accountant to prepare financial statements for the next year. (A financial compilation will be prepared by the treasurer and staff and made available to members as per the Canadian Federal Not-For-Profit Act.) This is a year-to-year motion. A summary is still required for reporting purposes. MH – since we are a small organization and not going for public funding, we are confident we can handle this.

CM moved to accept

-2<sup>nd</sup> DG

CARRIED

**5. Call for new business:**

MH - Motion to accept the transfer from BC's Society of Organic Urban Land Care's assets and obligations to the federally incorporated Canadian Society of Organic Urban Land Care.

-2<sup>nd</sup> AHG

CARRIED

**6. MH -** Motion to confirm SA as Executive Director under the terms for what she was working for under Society of Organic Urban Land Care.

– 2<sup>nd</sup> CM

Carried

**7. MH -** Motion to confirm JD as Administrator under the terms for what she was working for under SOUL.

CM – 2<sup>nd</sup>

Carried

**8. Adjournment**

CM moved to adjourn at 8:30pm EST

-2<sup>nd</sup> JD

CARRIED

**7. Next meeting to elect officers: Tuesday Nov. 13 at 7pm EST, 4pm PST.**

## APPENDIX A



### Highlights for the fiscal year August 1, 2017 to July 31, 2018

Since the Organic Land Care Standard was first introduced by SOUL in 2003 to address the need for a tool to support a successful transition toward sustainable land care practices by individuals, community, industry and government, we've continued to spread our reach. It's been a productive year with the 7th Edition Standard now available in a new Smartphone ready format. We continue to collaborate with old and new partner organizations that our new Executive Director will talk about in her report. Financially, it's been a stable year too. Looking ahead, we plan to continue cultivating knowledge of organic land care and supporting its practice, especially for industry and government. Our goals remain the same:

- To foster and promote the practice of organic land care
- To provide opportunities for education in all aspects of organic land care
- To establish and promote guidelines, standards and specifications for all aspects of organic land care
- To establish procedures for certification of organic land care practitioners
- To establish and develop a means for the exchange of information and ideas between the public and the organic land care industry.

Here is the year in review.

We hired a new Executive Director in November – Sundaura Alford-Purvis, is a Certified Landscape Designer, Architectural Technician, SOUL Accredited Organic Land Care Practitioner and owner of A Cultivated Art – a landscaping business. Sundaura upholds the vision and mission of SOUL. She brings extensive experience in the horticultural industry, along with 6 years as a board member in the Ottawa Chapter of Landscape Ontario Horticultural Trade Association. It has been a great 11 months working with Sundaura so far.

As mentioned, a new format for the 7<sup>th</sup> Edition of the SOUL Standard was launched. It's our face in the industry and public and we encourage you to print the Standard in booklet form to have as a tool when speaking about SOUL – but of course, it's totally Smartphone friendly. The board wishes to express gratitude for Jenna Monnington who donated her professional time to do this.

Numerous events across the country, too many to recount here, were attended by members with SOUL promotional materials being made available. We've seen activity on FB and Twitter increase and members at public and industry events are a great way to spread the word. Be us ever mindful, in all our dealings, that we always acknowledge whose land – the First Nations - we are on.

For promotion, there are table top posters, a new postcard and the Certification brochure available – just contact the office at least 2 weeks in advance.



Updated SOUL Postcard (left) and SOUL Accreditation/Certification brochure (right), are available to members for relevant events to spread awareness of SOUL. Contact the office at least 2 weeks in advance to have these shipped to you.



We look forward to serving you in 2018-2019, but we can't do it without our volunteers. We know you're passionate about organic, and some call it ecological land care. So if you have ideas that can help SOUL grow nationally, why not consider joining the Board of Directors! We meet virtually 4x per year and sometimes more often on project oriented sub-committees. In fact, the option of joining a subcommittee is a great way to start small.

To nominate someone (or yourself), please submit your name and contact info to the office – noting that you must be a member to vote. There are many membership types on the website [www.organiclandcare.ca](http://www.organiclandcare.ca)

We look forward to you joining us!

## APPENDIX B

SOUL Executive Director Report

Prepared for 2018 AGM, October 13<sup>th</sup>

### **National Occupation Classification (NOC) application**

- A proposal for adding 'Organic Landscape Technician' to the National Occupation Classification listings was prepared, following the format used for classifications on the Statistic Canada website, and submitted to Statistics Canada on November 29th, 2017.
- Receipt of the application was confirmed.
- There is no defined date provided for when the application will be reviewed.

### **Federal Incorporation**

- The Canadian Society for Organic Urban Land Care has been incorporated as a federal not-for-profit. Bylaws have been drafted and reviewed. Michael Hermary, Astrid Muschalla and Chris Morrison are the initial board members. Banking has been set up at Alterna Credit Union, an Ontario based not-for-profit. Michael Hermary, Astrid Muschalla and Sundaura Alford-Purvis have signing authority and all outgoing funds require dual authorization.
- The related dissolution of the BC Society under which SOUL has been operating will be discussed in further detail under a separate agenda item.

### **Services and resources for members**

- Certified Professional and Accredited Practitioner certificates have been mailed to all members who maintain active certification.
- Organic Land Care for Your Community, a guide both for SOUL members and the general public on how to go about encouraging municipalities to adopt organic land care standards for public lands, has been added to the SOUL Website e-publications list.  
<http://www.organiclandcare.org/Organic-Land-Care>
- Work has begun on compiling soil test results and detailed maintenance information for public spaces that are currently being maintained using organic standards. This work is being done with the assistance and cooperation of Rohan Harrison of Sunnybrook Health Sciences centre and several individuals from Toronto Parks.
- Plans are also in place to develop information sheets about alternative management options for situations where people commonly use pesticides for banned applications (i.e. RoundUp for non-hazardous weeds in Ontario etc.) and providing them to retailers for posting near where they stock the applicable products. This would be a potential avenue for building recognition of the SOUL brand and goals while also informing members of the public of viable alternatives to problematic chemicals.
- A list of businesses across Canada which advertise organic garden and landscape services was compiled as part of the NOC application preparation. Over the coming dormant season an outreach effort will be made to introduce SOUL to these businesses and encourage their participation in our efforts, association and/or in local efforts to encourage adoption of Organic Land Care Standards.

## APPENDIX C

2018 10 02

SOUL - Financial Statements 2016\_2017.xlsx

### Society For Organic Urban Land Care

Income and Expense - August 1 2017 to July 31 2018

#### Income

Bank Interest	7.27	
PayPal fee refunds	2.90	
Sales (books, etc)	0.00	
Grants	0.00	
Donations (Note 1)	753.29	
	<u>Subtotal</u>	763.46
Membership	600.00	
Certification fees	800.00	
Accreditation fees	2,400.00	
Exam fees	1,000.00	
	<u>Subtotal</u>	4,800.00
	<b>TOTAL</b>	<b><u>5,563.46</u></b>

#### Expenses

Administration and Executive Director	8,757.40	(Notes 2, 3)
Contractors	0.00	
Certification	190.43	
Bookkeeping	0.00	(Note 2)
Supplies	0.00	(Note 2)
Advertizing	0.00	(Note 2)
Refunds (Note 4)	100.00	
Bank/Paypal Fees	146.95	
Website	877.55	
	<u>TOTAL</u>	<b><u>10,072.33</u></b>

**SURPLUS (DEFICIT) -4,508.87**

	August 1, 2017	10,056.11
	Surplus (Deficit)	-4,508.87
<b>Change in Financial Position at</b>	<b>July 31, 2018</b>	<b><u>5,547.24</u></b>

Notes: 1. Maple Ridge SOUL group donation, funds left over from previous activity as they close

2. Office, telephone, travel, and related costs are mainly under ED and Admin

3. Sep 20 payment for ED time in Jun/Jul included (\$760) - see summary sheet

4. Overpayment on AP renewal (paid double in June), refunded in Aug, included here

Income and Expense



**Society For Organic Urban Land Care**

## Comparative Balance Sheet

	2017-07-31	2018-07-31
<b>Assets</b>		
VanCity Chequing	9012	4,796
VanCity Shares	78	81
PayPal	743	1069
Petty Cash	0	0
Alterna Bank	0	200
Supplies (inventory)	0	0
<b>Total</b>	<b>9,833</b>	<b>6,146</b>
<b>Liabilities</b>		
Accounts Payable	0	0
GST on Purchases	0	0
<b>Total Liabilities</b>	<b>0</b>	<b>0</b>
<b>Equity</b>		
Equity - Previous year	9264	10,056
Current Earnings	792	-4,509
<b>Total Equity</b>	<b>10,056</b>	<b>5,547</b>
<b>Liabilities and Equity</b>	<b>10,056</b>	<b>5,547</b>

Balance Sheet