

College of Fellows Annual General Meeting Minutes

June 25, 2020 via Zoom call

Present: Wendy Shearer, Peter Briggs, Alan Tate, Heather Cram, James Thomas, Alan Duncan, Colleen Mercer Clarke, Margaret Ferguson, Glenn O'Connor, Wendy Graham, Faye Langmaid, Glenn Manning, Faye Langmaid, Douglas Carlyle, , John Zvonar, Lawrence Stasiuk, Carolyn Woodland, Gordon Smith, Catherine Berris, Katherine Dunster, Eha Naylor, Chris Grosset

1. The meeting was called to order by Chair Peter Briggs. He indicated that the AGM documents, agenda, minutes of 2019 AGM were found on the website.
2. Adoption of the Agenda, moved by Glenn O'Connor and seconded by Gordon Smith, approved.
3. Adoption of the 2019 AGM Minutes, moved by Heather Cram and seconded by Lawrence Stasiuk, approved.
4. Peter Briggs introduced the rest of the Executive Committee, welcoming Gordon Smith recently acclaimed as Vice Chair, Wendy Shearer, Secretary, and Alan Duncan, Past Chair. (Michelle Legault Ex-Officio)
5. Peter Briggs introduced the 2020 Fellows Elect. He explained that since the 2020 Congress was cancelled, the Investiture Ceremony for this years Fellows Elect will be conducted at the 2021 Ceremony. The new 2020 Fellows are now allowed to use the FCSLA designation. They will be sent their certificates and lapel pins this year and receive their medals next year in Ottawa. There are 246 Fellows in total with 198 alive. 6 new members have been selected this year: Sophie Beaudoin, Steven Wimmer, Kathy Dunster, Lloyd Isaak, Isabelle Giasson and Ed Versteeg.
6. Peter Briggs thanked the Jury for their hard work in reviewing the nominations. Jury Chair, Heater Cram and members, Margaret Ferguson, Serge Poitras, Cynthia Girling, Glenn O'Connor and Dan Glenn. Since Glenn O'Connor has completed his term, the Executive Committee has asked Lawrence Stasiuk to join the Jury representing Ontario.
7. A draft Conflict of Interest Policy was developed and proposed for approval. The draft was prepared with guidance from Heather Cram, Arthur Schafer, ethics specialist and Michelle Legault. This policy has been written for landscape architects and is similar to the policy of the CSLA. Discussion of the policy resulted in clarifications from Jury Chair, Heather Cram regarding the process of reviewing the submissions beginning with a Jury telemeeting to evaluate the submissions with a second telemeeting held if needed. The decision does not to be unanimous but agreed to by a minimum of 4 Jury members. The motion to approve the Conflict of Interest policy moved by Glenn O'Connor and seconded by Alan Duncan. Following discussion, the friendly amendment added text to clarify a Conflict of Interest exists if there is direct competition where impartial assessment is difficult. Further, it was clarified that the Chair is a voting member of the Jury and if the Chair is in Conflict of Interest and recused themselves, the Executive Committee is to be consulted. Motion approved as amended.
8. Michelle Legault reported that a policy regarding the correct use of the designation FCSLA is being developed in conjunction with the component presidents round table and staff. When complete it will be shared with the Fellows for comment.

9. Chair's Annual Report 2019-2020: Peter Briggs reported on the loss of several Fellows over the past year: Donald Graham, Benoit Begin, Nick Van Vliet, Richard Strong, and Don Wuori. The Legacy project is ongoing with Michelle and staff following up with Fellows to ensure that if they are interested their bio and photo is available for the archive.
10. Secretary's Report: Wendy Shearer reported that the forms and procedure guidelines that were extensively revised last year have worked very well adding clarity to the confidential nomination process. The reminder remains that nominations are for members who have made an exceptional contribution to the profession. She also reported on the schedule for next year's submissions; call issued September 2020, deadline for nominations, January 15, 2021, followed by Jury deliberations, selection of successful candidates and the announcement in late March early-April 2021. The Investiture Ceremony will be held in Ottawa on May 27, 2021.
11. Fundraising by Eha Naylor: The LACF ASK campaign directed at Fellows is looking into providing more information regarding tax benefits from stock transfers, and retirement planning for charitable donations. Eha described the situation that has arisen this year with the cancellation of the main fundraising event and the commitments already made to the scholarships. Eha asks that Fellow consider making a charitable donation this year. Wendy Graham added that the LACF website has the information regarding how to make a donation.
12. Peter Briggs explained the background to the motion to ensure that the term of Alan Duncan as Past Chair continues for the next two years to coincide with the term of the current Chair. Moved by Wendy Graham, seconded by Chris Grosset, approved
13. No further business, moved to adjourn by Glenn O'Connor.