

## **Milner Gardens and Woodland Society**

### **Annual General Meeting**

**Sept 22,2020      7:00 pm**

#### **Via Zoom**

- |   |                  |
|---|------------------|
| 1) Call to Order                                | Marnie Swanson   |
| 2) Approval of Agenda                           | Marnie Swanson   |
| 3) Introduction of Board Members                | Marnie Swanson   |
| 4) Approval of June 18, 2019 AGM Minutes        | Joanne Pitzel    |
| 5) Treasurer's Report for 2019/2020             | Amanda Nixon     |
| 6) Appointment of Accountant for 2020/2021      | Amanda Nixon     |
| 7) Fund Development Committee Report            | Janet Farooq     |
| 8) Marketing Committee Report                   | Geoff Ball       |
| 9) Site Committee Report                        | John Deniseger   |
| 10) Education Committee Report                  | Marnie Melnychuk |
| 11) Executive Director's Report                 | Geoff Ball       |
| 12) Report of Nominating Committee              | John Deniseger   |
| 13) Welcoming of new Board Members              | Marnie Swanson   |
| 14) Suspension of AGM for election of Executive | Marnie Swanson   |
| 15) Next AGM: Tues June 22, 2021                |                  |
| 16) Adjournment                                 |                  |

**MILNER GARDENS AND WOODLAND SOCIETY**

**Financial Statements**

**Year Ended March 31, 2020**

**MILNER GARDENS AND WOODLAND SOCIETY**  
**Index to Financial Statements**  
**Year Ended March 31, 2020**

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## INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

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To the Members of MILNER GARDENS AND WOODLAND SOCIETY

I have reviewed the accompanying financial statements of MILNER GARDENS AND WOODLAND SOCIETY (the Society) that comprise the statement of financial position as at March 31, 2020, and the statements of revenues and expenditures, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO), and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### *Practitioner's Responsibility*

My responsibility is to express a conclusion on the accompanying financial statements based on my review. I conducted my review in accordance with Canadian generally accepted standards for review engagements, which require me to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, I do not express an audit opinion on these financial statements.

### *Conclusion*

Based on my review, nothing has come to my attention that causes me to believe that the financial statements do not present fairly, in all material respects, the financial position of MILNER GARDENS AND WOODLAND SOCIETY as at March 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with ASNPO.



**MILNER GARDENS AND WOODLAND SOCIETY**

**Statement of Revenues and Expenditures**

**Year Ended March 31, 2020**

	2020	2019
<b>REVENUES</b>		
General donations	\$ 327,871	\$ 188,060
Raffles	-	3,952
Shoots with Roots program	4,583	3,474
Donations in kind	766	1,575
Other programs	22,372	11,181
	<u>355,592</u>	<u>208,242</u>
<b>EXPENSES</b>		
Accounting fees	1,502	1,502
Interest and bank charges	89	73
Legal fees	40	40
Office	8	8
Payments to Vancouver Island University (Note 7)	91,206	257,109
Payments to VIU Foundation (Note 8)	315,050	-
Supplies	806	1,700
	<u>408,701</u>	<u>260,432</u>
<b>DEFICIENCY OF REVENUES OVER EXPENSES FROM OPERATIONS</b>	<u>(53,109)</u>	<u>(52,190)</u>
<b>OTHER INCOME</b>		
Unrealized gain (loss) on marketable securities	(94,339)	19,494
Investment income	53,833	52,001
	<u>(40,506)</u>	<u>71,495</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<u>\$ (93,615)</u>	<u>\$ 19,305</u>

**MILNER GARDENS AND WOODLAND SOCIETY**

**Statement of Changes in Net Assets**

**Year Ended March 31, 2020**

	General Fund	Internally Restricted Fund	2020	2019
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 1,148,491	\$ 10,000	\$ 1,158,491	\$ 1,139,186
DEFICIENCY OF REVENUES OVER EXPENSES	(93,615)	-	(93,615)	19,305
<b>NET ASSETS - END OF YEAR</b>	<u>\$ 1,054,876</u>	<u>\$ 10,000</u>	<u>\$ 1,064,876</u>	<u>\$ 1,158,491</u>

**MILNER GARDENS AND WOODLAND SOCIETY****Statement of Financial Position****March 31, 2020**

	2020	2019
<b>ASSETS</b>		
CURRENT		
Cash	\$ 17,385	\$ 18,062
Interest receivable	227	125
	<u>17,612</u>	<u>18,187</u>
LONG TERM INVESTMENTS (Note 4)	<u>1,049,615</u>	<u>1,143,654</u>
	<u>\$ 1,067,227</u>	<u>\$ 1,161,841</u>
<b>LIABILITIES AND NET ASSETS</b>		
CURRENT		
Accounts payable and accrued liabilities	\$ 1,501	\$ 1,500
Deferred revenue (Note 5)	850	1,850
	<u>2,351</u>	<u>3,350</u>
NET ASSETS		
General fund	1,054,876	1,148,491
Internally restricted fund (Note 6)	10,000	10,000
	<u>1,064,876</u>	<u>1,158,491</u>
	<u>\$ 1,067,227</u>	<u>\$ 1,161,841</u>

**ON BEHALF OF THE BOARD**\_\_\_\_\_  
*Chair*\_\_\_\_\_  
*Director*

See notes to financial statements

**MILNER GARDENS AND WOODLAND SOCIETY****Statement of Cash Flows**  
**Year Ended March 31, 2020**

	2020	2019
<b>OPERATING ACTIVITIES</b>		
Cash receipts from customers	\$ 354,592	\$ 204,092
Cash paid to suppliers and employees	(408,612)	(260,359)
Interest received	53,731	51,876
Interest paid	(89)	(73)
Cash flow used by operating activities	(378)	(4,464)
<b>INVESTING ACTIVITY</b>		
Reinvestment (Withdrawal) of long term investments	(299)	543
<b>DECREASE IN CASH FLOW</b>	(677)	(3,921)
Cash - beginning of year	18,062	21,983
<b>CASH - END OF YEAR</b>	<b>\$ 17,385</b>	<b>\$ 18,062</b>

# MILNER GARDENS AND WOODLAND SOCIETY

## Notes to Financial Statements

Year Ended March 31, 2020

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### 1. PURPOSE OF THE SOCIETY

MILNER GARDENS AND WOODLAND SOCIETY (the "Society") was incorporated under the Society Act of British Columbia on December 11, 2000 as a not-for-profit organization. Its main activity is fundraising for the operation of Milner Garden and Woodland, which is owned by Vancouver Island University.

In accordance with the Income Tax Act, the Society is not required to pay income taxes provided certain requirements under the Income Tax Act are met. In the opinion of management, these requirements have been met.

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### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

#### Revenue recognition

The Society uses the deferral method of accounting for contributions under which restricted contributions related to expenses of future periods are deferred and recognized as revenue in the period in which the related expenses are incurred. Endowment contributions are reported as direct increases in net assets. All other contributions are reported as revenue of the current period.

Restricted contributions for the purchase of tangible capital assets that will be amortized have been deferred and will be recognized as revenue on the same basis as the amortization expense related to the acquired tangible capital assets.

Investment income is recognized in the year in which it is earned.

#### Financial instruments policy

The Society's financial instruments consist of cash, interest receivable, long term investments, accounts payable and accrued liabilities. Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, determined using market prices at the statement of financial position date, with any unrealized gains and losses reported in income. All other financial instruments approximate their carrying values, unless otherwise noted.

The Society is not exposed to significant interest, currency or credit risks arising from these financial instruments. Market risks result from changes in interest rates and market prices of financial instruments.

#### Contributed services

Volunteers contribute a significant amount of their time each year. Because of the difficulty in determining their fair value, contributed services are not recognized in the financial statements.

#### Donated goods

Donated goods are recorded at their fair market value at the time of the donation.

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# MILNER GARDENS AND WOODLAND SOCIETY

## Notes to Financial Statements

Year Ended March 31, 2020

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### 3. FINANCIAL INSTRUMENTS

The Society is exposed to various risks through its financial instruments without being exposed to concentrations of risk. The following analysis provides information about the Society's risk exposure and concentration as of March 31, 2020.

#### *(a) Market risk*

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The Society is mainly exposed to other price risk.

#### *(b) Other price risk*

Other price risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices (other than those arising from interest rate risk or currency risk), whether those changes are caused by factors specific to the individual financial instrument or its issuer, or factors affecting all similar financial instruments traded in the market. The Society is exposed to other price risk through its investment in quoted shares.

Unless otherwise noted, it is management's opinion that the Society is not exposed to significant other price risks arising from these financial instruments.

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### 4. LONG TERM INVESTMENTS

	2020	2019
Preservation Closed Fund	\$ 1,030,094	\$ 1,132,129
Enhancement Open Fund	19,521	11,525
	<u>\$ 1,049,615</u>	<u>\$ 1,143,654</u>

The long term investments are stated at market value.

The investments are placed with the Parksville-Qualicum Community Foundation and are managed by the Vancouver Foundation.

Any assets or funds remaining upon liquidation, winding up, bankruptcy or dissolution of the Society shall be given or transferred to the Vancouver Island University.

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### 5. DEFERRED REVENUE

Deferred revenue at year end is comprised of funds received for a green house and deer fence project.

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### 6. INTERNALLY RESTRICTED FUND

The Board of Directors of the Society allocated \$10,000 to set up a open fund so as to be prepared should future donors wish to contribute to such an account. The Society is able to use the income earned for operations; however, it is unable to access the restricted amount without the approval of the Board of Directors.

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**MILNER GARDENS AND WOODLAND SOCIETY**

**Notes to Financial Statements**

**Year Ended March 31, 2020**

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**7. PAYMENTS TO VANCOUVER ISLAND UNIVERSITY**

Payments to the Vancouver Island University are for the operation of Milner Gardens and Woodland and are recorded at their carrying value.

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**8. VANCOUVER ISLAND UNIVERSITY FOUNDATION**

Payments to the Vancouver Island University Foundation are placed in a legacy fund which is held and invested by the Foundation. The income earned from this fund is to be used to support the long term maintenance and enhancement of Milner Gardens and Woodland. The transfers are recorded at their carrying value.

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**MGW AGM**  
**September 22, 2020**  
**Report of the Fund Development Committee (FDC)**  
**for April 1, 2019 to March 31, 2020**

**Committee members:** Janet Farooq (Chair), Geoff Ball, Susie Caswell, Liz Cullen, Robert Grose, William Litchfield and Patrick Tibando. We lost one committee member and long-time Milner supporter, Gale Mossman, this past June. The committee met irregularly as needed and conducted a lot of business by email and then Zoom.

The Committee is responsible for developing, planning and implementing fund raising activities for the Society in terms of donations for annual operations and legacy donations. The table below outlines the donations received over the past fiscal year.

Its four major activities of the past year were:

**Spring and Fall campaigns** through letters to donors/members soliciting funds. The Spring Campaign letter went out in early June 2019. This campaign netted approximately 6,625, including 550 dedicated towards Shoots with Roots. The Fall campaign is run in conjunction with Giving Tuesday at VIU. Last year this Fall Campaign raised \$12,795 through Giving Tuesday and VIU matching funds were \$5,000.

**Shredding Day with Shred-It:** This event was cancelled because Shred-It is unable to make the commitment anymore. Alternative partners are being approached.

**Shoots with Roots Raffle:** The committee decided to postpone the annual Shoots with Roots raffle from it's usual Christmas timing to between Easter week and Fairy Days in June. The raffle was set to be a collection of

vouchers and entry passes from many local attractions bundled into similar packages for the prizes.

Note: We received BC Gaming Authority license and were all set to go until Covid-19 struck and all was cancelled. We decided to donate the individual prizes (with donor permission) to disadvantaged families in the area. This was actually done in June and all have been gratefully received and used. Early next year we will evaluate holding a raffle in 2021.

**Legacies:** A committee was formed to focus on fostering legacy gifts. Draft material to support the work was worked on in early Spring of 2020. The committee has sorted out how to handle legacy funds in the trust accounts we have at VIU, allowing for both large named individual trust accounts and others designated by function for focussing smaller legacies (see the table below).

Submitted by Janet Farooq, Chair, Milner FDC

**Milner Gardens &  
Woodland  
Fund Development  
Committee**

Donations: April 1, 2019  
to Mar 1, 2020

Category		Amount
Shred it		1,543
General		20,585
Sponsorship		12,700
Giving Tuesday donations		12,795
Giving Tuesday matching:		
VIUF		5,000
Milner Garden Supporter		5,000
In Kind		2,270
<b>Subtotal:</b>		<b>59,868</b>
Capital / Project support:		
Greig Rhodo Species Garden		34,500
New boiler		60,000
<b>Subtotal:</b>		<b>94,500</b>
External		
ARS Grant (4,000USD)		5,288
Legacy/Trust donations:		353,433
<b>Total:</b>		<b>513,114</b>

## MILNER GARDENS & WOODLAND FUNDS

### Legacy Funds:

#### Growing Trusts and Endowments:

##### **Milner Gardens & Woodland Legacy Endowment**

Supports areas of greatest need

##### **Milner Gardens & Woodland Legacy Trust**

Supports areas of greatest need and strategic advancement of priority projects

##### **Milner Gardens & Woodland Rhododendron Endowment**

Supports the upkeep, enhancement, and study of the Rhododendron collections

##### **Milner Gardens & Woodland Shoots with Roots Endowment**

Supports children's education

Initial funding by Central Vancouver Island Botanical Garden Society

#### Named Trusts and Endowments

### Annual or Project Funds:

##### **Milner Gardens & Woodland Annual Fund**

Donations supporting greatest needs

##### **Milner Gardens & Woodland Project Fund**

Donations dedicated to supporting large priority projects

##### **Milner Gardens & Woodland Rhododendron Species Garden Fund**

Donations dedicated to supporting the development of the Greig Rhododendron Species Garden

### Student Support Funds:

##### **Veronica Milner Memorial Student Support Endowment - MG&W**

Available to students in the Horticultural Technician program working hands-on in garden and woodland maintenance, design construction and documentation at Milner Gardens.

##### **Milner Gardens & Woodland Student Support Endowment**

Available to students in the Horticultural Technician Foundation program who are participating in the maintenance of Milner Gardens & Woodland, based on strong interest in the profession of landscape horticulture.

##### **Milner Gardens & Woodland Undergraduate Research Fund**

Support undergraduate research

## **Stewardship Levels:**

### **a. Endowments**

- |                          |   |
|--------------------------|---|
| i. \$30,000 +            | Initiate & Name an endowment              |
| ii. \$15,000 +           | Recognized as a funder of an endowment    |
| iii. \$5,000 to \$15,000 | Recognized as a supporter of an endowment |
| iv. Up to \$5,000        | Recognized as a donor to an endowment     |

### **b. Trusts**

- |                          |                                      |
|--------------------------|--------------------------------------|
| i. \$50,000+             | Initiate & Name trust fund           |
| ii. \$15,000 +           | Recognized as a funder of a trust    |
| iii. \$5,000 to \$15,000 | Recognized as a supporter of a trust |
| iv. Up to \$5,000        | Recognized as a donor to a trust     |



Milner Gardens & Woodland Society  
Marketing Committee Report to the Annual General Meeting  
For the fiscal year 2019/2020

Members: Marilyn Dawson, Denise Hodgins, David Mitchell, Barb Peyton, Geoff Ball

The Marketing Committee provided ongoing support, guidance, and feedback to help with the general promotions of the garden. This included review and planning for the various events held at Milner Gardens & Woodland, as well as items to do with membership.

The Committee provided input on designs and implementation of a transferring to a new website as well as advice and feedback on Milner Gardens & Woodland's involvement in Gardens BC, the Canadian Garden Council, and The Garden Conservancy Northwest Network.

Online, committee member Barb Peyton kindly managed the social media sites for Milner Gardens receiving great praise from sister organizations for the quality of her work. Our profiles on each of the platforms have steadily grown thanks to Barb's efforts. Barb also helped tremendously by compiling and distributing the Milner Gardens' newsletter. The ongoing improvements in quality and frequency of the newsletter were very well received by the membership.

Working with the committee, board member Robert Grose offered presentations on Milner Gardens to regional groups throughout the spring. These presentations help our community members to gain a better appreciation of what Milner Gardens is and has to offer.

Members of the Committee have continued to work at and coordinate Milner Garden display booths at events, street markets, and fairs. As well they have continued to help get the word out into the community about events by distributing posters for events as and when needed.

Respectfully submitted,

Geoff Ball  
Chair, Marketing Committee  
Milner Gardens and Woodland Society

## Milner Gardens & Woodland Society Site Committee Report September 22nd, 2020

Committee members: John Deniseger, John England, Alistair McVey, Lynn Tomlinson, Wilfred Worland

Geoff working with VIU Safety and Worksafe BC protocols- detailed planning and preparation went into summer reopening. Volunteers have been on site for more than 2 months, following protocols while accomplishing so much. Tea room and gift shop likely opening soon in limited format. SwR will remain virtual until further notice.

### 1) Ongoing Projects

- New entrance gate & deer fence
  - Entrance gate is operational but landscaping and adjacent fencing needed
  - Deer fence needs to be completed –
    - Fence at back of food garden needs replacement – funding in place -under construction
- Site map (& map stands) – on hold
- Whale Trail – waiting for final draft approval before installation
- Greig Rhododendron Species Garden – significant new plantings, 4 benches stained and placed in garden awaiting final install, further work and planting slated for fall

### 2) Facilities projects & related items

- Priority Items
  - Asbestos – high priority areas cleaned up
  - Boiler conversion – converted to propane from oil
  - Plumbing deficiencies- many improvements e.g. 2 new hot water tanks, clean up of old vent pipes
  - Maintenance
- Milner House major project areas:
  - Need to work with consultant to develop a priority list to be worked on over 10 years
- Cottage rebuild/Facilities Building – early in process of getting estimates and seeking donors
  - a Facilities building and an Education/Volunteer building

### 3) Other site projects and items

- House entrance – painting needed; long term plan needed – on hold
- House de-clutter – basement clean-up has started - more work to be done
- Veranda view corridor to West – on hold
- Board walk assessment and potential rebuild/remove – focus on east trail – preliminary assessment done
  - remove much of boardwalk and replace with gravel surface – west trail boardwalk needs work too – committee evaluating possible metal anti-slip grating.
- Fire buffer zone – highway frontage concerns; clean up of edge of property beyond highway right of way; add fire pipe stands for immediate response – on hold
- Gator/Carry All – the Gator finally failed after >22 years; replaced by electric Carry All
- Truck replacement needed – potential donation fell through

### 4) Other Future Projects

- Parking lot expansion – on hold
- Widening of Volunteer Parking Lot – design and funds needed – on hold
- Installation of new oven for kitchen – need to pursue this – move from Deep Bay – on hold
- Raising of Swan Lake road – part of entrance gate project – on hold
- Milner House signage – Pam working on drafting new signs
- New signage & installation of pavers on East/west trail below welcome centre – on hold
- Gate at WIC and signage for location – on hold



Report on Milner Gardens and Woodland (MGW) - Education Committee  
for September 2020 MGW Annual General Meeting

**1. Committee Member Update**

- Tanis Dagart and Dorothee Kieser have retired from the committee
- Chris Southwick has joined us in 2020 - she is also the co-chair for VIMGA

**2. Education Activities Update**

Shoots with Roots

- Continually expanding with more classes each quarter and looking to the future to support Grade 8 and higher
- COVID interrupted the 2020 Spring session mid-season. Pam offered 12 virtual videos and challenges which were well received
- Due to COVID, Fall registration was delayed until September 2020
- Currently addressing: welcoming classes back safely; balancing school and VIU safety protocols; offering virtual classes and videos and supporting challenges with those
- Website has been updated to relate Shoots with Roots to "School Programs and Day Camps"

Field Trips

- Discussing how to incorporate Early Childhood Programs and Homeschooling Groups in the future
- Field Trips are temporarily suspended due to COVID

Seasonal Camps

- Always popular and well attended for 2019
- Spring Camp 2020 and Summer Camp 2020 cancelled due to COVID

Interpretive Signage

- Looking at Interpretive Program signage for the house and along the West Trail, currently postponed due to COVID
- Whale Trail Interpretive Signage has been reviewed and looking at final approval for printing

Archaeology

- Draft has been submitted in 2019 to the Ministry and is waiting for final approval.

Undergraduate Research Awards

- 2019 student is working diligently on the relationship between potentially invasive orchids and its symbiotic fungi. Collection of the orchid rhizomes is completed and fungi has been dissected. Current stage is now DNA analysis
- There were no applications for the Fall 2019 and Spring 2020

Community Courses

- Temporarily suspended due to COVID

### **3. Mount Arrowsmith Biosphere Region Research Institute - MABRRI**

#### Weather Stations

- First weather station at the cottage is online and successful. The next station will be at the Welcome Centre. There is a delay in the weather station setup due to the extension of internet connection near the Centre. Delay could be anywhere up to April 2021

#### Phenology Project

- MABRRI offered Introduction to Phenology in 2019 increasing volunteer support for the phenology program
- We hired a work op student to work alongside the MABRRI team and analyze photos taken throughout the project and record phenology data, this wrapped up in March
- MABRRI staff and Ministry of Forestry are able to continue phenology monitoring under safety protocols with a few volunteers joining in allowing observations to continue

#### Forage Fish Survey

- Milner is being used as an inventory site where students and MABRRI staff monitor eggs and hatchlings that will feed salmon and record data on the spawning health of the fish that salmon feed on
- There was a plastic survey looking at plastic inventory at beaches which include Milner as one of the sites. It has been reported that we have very clean beaches.
- Currently no activity

#### BioBlitz

- April 2020 cancelled due to COVID
- Temporarily suspended due to COVID

### **4. Greater VIU**

#### Horticulture Technician Program

- Horticulture students visited Milner throughout the 2019 year and posted great pictures in Instagram
- Thanks to sponsors, two students were able to join Geoff at the North American Garden Tourism Conference in Victoria in November 2019.
- The 2020 cohort came out in January and have been posting great pictures on Instagram. VIU has currently suspended all academic field trips until the end of COVID
- Our previous Horticulturist, Kim Hammond, has retired. Geoff has developed a new job description allowing the position to become more involved in supporting students and other user groups at Milner Gardens. Posting is set for Spring 2021

#### Tamagawa University

- Ten students visited Milner in June and November 2019 for field trips and labs learning about propagation of Rhododendrons
- Temporarily suspended due to COVID

#### Elder College

- We were set to offer one course hosted by John Deniseger and Chris Southwick - Bringing the World to Milner Gardens via Rhododendrons - cancelled due to COVID
- Geoff is working with administrators at looking at more course options being hosted at Milner

#### Grandkids University

- Temporarily suspended due to COVID

#### Displays

- VIU Baking students were out in December 2019. 16 gingerbread houses were prepared this Christmas for Christmas Magic with 14 of them sold to support funding for a trip to France. No bake sales were offered in 2019
- Visual Arts display for 2019 was metal insects. 2020 display is cancelled due to COVID

#### Field Trips

- VIU Education Students (year 6) came out in Fall 2019 - Pam facilitated a workshop on how teachers can incorporate Milner and their community in their teaching practice
- Tourism and Recreation students visited in Fall 2019 - they were given the rundown of Milner opportunities for them there
- Spring 2020 Tourism and Recreation students visited Milner studying the incorporation of using public facilities
- Temporarily suspended due to COVID

### 5. **Vancouver Island Master Gardeners Association - VIMGA**

#### Gardening Advice Line (GAL) / Plant Pick Program / Frequently Asked Questions

- GAL, Plant Picks and FAQs were a big hit in both 2019 and 2020 despite COVID shutdown, phone lines dormant due to COVID for 2020
- Looking at continuing through all year to support winter gardening as well
- One more newsletter to come out, running strong all summer long

#### Demonstration Garden

- The Collaboration Agreement between VIU and VIMGA was signed in 2020 regarding the formalization of the Demonstration Garden has been signed by both parties
- This is a great opportunity for Master Gardeners to share their knowledge, skills, answer questions, increasing their exposure to the public and one on one accessibility
- MGW and VIMGA are working on how to enable Master Gardeners to offer community courses and workshops as part of the Demonstration Garden
- Pam is working on Demonstration Garden signage addressing the multiple uses of the garden

#### Seasonal Plant Sale Booth

- Fall 2019 Plant Sale Booths were a hit, Spring 2020 was cancelled due to COVID, and for Fall 2020 Geoff is submitting the retail proposal to allow Fall sales

### 6. **American Rhododendron Society - ARS**

## Interpretation and Tours of Greig Rhododendron Species Garden (GRSG)

- Restarting the interpretive planning for garden
- A generous offer came in from one of our members to support the costs and funding of the species garden interpretation. This will support the labelling and signage of the garden which will include storytelling, history and geography

## 7. Academic Vision

- Meetings with Rob Ferguson and Farhad Moghimehfar from VIU Tourism and Recreation to discuss a number of opportunities and potential
- Continued discussion in refreshing society's long term education plan integrating Milner and VIU's academic goals and redefining vision, purpose and vision statement. The Education Committee is in the initial stages of preparing a new academic vision. Geoff is currently meeting with representatives from VIU (Ross McKay) for support in this process
- Meetings with Daniel Bergoin from VIU Interdisciplinary Studies looking at creating more academic opportunities at Milner
- There is growing support for rebuilding the cottage into a "classroom" facility to support lectures, workshops, conferences, etc.

Submitted by:

Marnie Melnychuk

Chair, MGW Education Committee

September, 2020



Milner Gardens & Woodland Society  
Executive Director's report to the Annual General Meeting  
For the fiscal year 2019/2020

I would like to begin by acknowledging that we at Milner Gardens are on the traditional territory of the Qualicum First Nations and we are grateful to live and work on their traditional lands.

On behalf of myself, the staff, and rest of the greater VIU, I would like to thank the Society board and its committees for the ongoing support, feedback, and fundraising efforts. The Society plays a critical role in the success of Milner Gardens & Woodland. The input from the board and the committees provides myself and VIU valued guidance on the management and development of the site, operation, and programming. The funds raised have provided the resources and stability to enable the various projects and programs to evolve, and security to enable that evolution to continue in the future.

Sadly, we lost two of our former Society board chairs over the year, Jane Gregory and Dr. Craig Clarke. They both leave legacies at Milner Gardens through the progress and projects they helped advance over the years. Both were also generous in gifting to our endowments to help ensure Milner Gardens is supported in the long term.

Despite ending with a forced closure due to Covid -19, the 2019-20 year was very successful overall with progress made on important projects such as the new garden entrance gates and the upgrade to a propane boiler and removal of the old oil tanks. Visitor numbers were solid, as were memberships, and the year saw the best attendance at the annual Milner Christmas Magic at over 10,000 guests.

Our ongoing partnerships with the Island Chapters of the American Rhododendron Society and the Vancouver Island Master Gardeners Association enabled projects such as the Greig Rhododendron Species Garden and the Gardening Advice Line happen. We look forward to more joint ventures with them, and other community partners, in the future.

Our volunteers continued to be very committed and we are extremely grateful to them for generously lending us their time, effort, and camaraderie. At the annual volunteer appreciation BBQ there were a record breaking nine life time awards handed out to volunteers who had contributed over 1,500 hours supporting Milner Gardens.

Last but not least, I want to thank our outgoing Society Chair, Marnie Swanson, for her support and guidance over the years. I greatly appreciate the sounding board and wisdom!

Respectfully submitted,

Geoff Ball  
Executive Director  
Milner Gardens & Woodland  
Vancouver Island University

**Milner Gardens and Woodland Society – Report of the Nominating Committee Sept 22, 2020**

Nominating Committee members: John Deniseger, Janet Farooq, and Geoff Ball

**In accordance with Section 3.3, subsections a, b, c, d and e of the bylaws, the following persons be appointed to the Board, until the Annual General Meeting of 2021.**

Dr. Deborah Saucier, President, Vancouver Island University

William Litchfield, Associate Vice President, University Relations, Vancouver Island University

Colin Gablemann, Board of Governors, Vancouver Island University

Karla Harris, Board of Directors, Vancouver Island University Foundation

Geoff Ball, Executive Director, Milner Gardens and Woodland

**The following Directors, previously elected for two-year terms, have one more year of their term to complete and will serve on the Board until the Annual General Meeting of 2021:**

Marilyn Dawson, Qualicum Beach, BC

John Deniseger, Qualicum Beach, BC

Janet Farooq, Nanoose Bay, BC

Marnie Melnychuk, Qualicum Beach, BC

Amanda Nixon, Parksville, BC

Joanne Pitzel, Qualicum Beach, BC

Chris Southwick, Nanaimo, BC

**In accordance with Section 3.3, subsection f, of the bylaws, the following names are placed in nomination to be Directors of the Board for two years, until the Annual General Meeting of 2022:**

Liz Cullen, Qualicum Beach, BC

Sylvie Dupuis, Nanoose Bay, BC

Robert Grose, Nanoose Bay, BC

Marnie Swanson, Nanoose Bay, BC

Dave Twynam, Nanaimo, BC