



Capital Connections

Newsletter of the Friendship Force of Ottawa, Canada

October-November 2009 www.friendshipforceottawa.ca

Calendar 2009

Oct 20 to 23, 2009
Post-Conference
Ottawa Homestay

October 21, 2009
15th Anniversary
Celebration at Ne-
pean Sailing Club

November 3, 2009
Annual General
Meeting and Elec-
tion of new Board

December 3, 2009
Christmas Party
at the Cedarhill
Golf Clubhouse

FFO Board '09

Jaap Schouten
President

Janet Sterling
VP, Membership

John Knobel
VP, Exchanges

Alan Kennedy
Treasurer

Mervyn Sullivan
Secretary

Directors:
Pierrette Benoit
Elizabeth Bowen
Raymond Coté
Bonnie Hudon
David Williams
Andrew Stirling
Past President

Fifteen Years Young and Going Strong!

As we celebrate 15 years of our club's existence, we should, of course, reminisce about the past, but also look ahead and consider how we can ensure that our club will stay as vital and dynamic as it is today. How can we sustain our success?

Sustainability relates to three aspects: 1) financial viability; 2) internal cohesion; and 3) timely renewal. As other Friendship Force clubs have learned, each of these three conditions has to be met to guarantee success as a dynamic voluntary organization. Fortunately, we have a large membership base and manage our finances prudently. We have largely avoided internal strife. As a maturing club, the real challenge over the next decade will be the timely renewal of our club. We are well positioned to do so. By regularly renewing our leadership and Board, we ensure timely succession and give members an opportunity to participate directly in our club's decision-making process. But this should not make us complacent about the future of our club.



Despite a steady increase in our club membership and an ever-expanding program of exchanges and social activities, we have started to show signs of aging, a forerunner of stagnation. Less than 10% of our members are in the workforce, mostly on a part-time basis.

Most members who joined our club in the last few years are retired and over 60 years of age. Continuation of this trend does not bode well for our club's long-term sustainability. The time has come, therefore, to consider how to attract more new members in the 45-60 year age group (see photo, showing some of our younger members).. In addressing this question, we can learn from some other clubs. For example, FF Gelsenkirchen, FF Nashik and FF Sacramento have found new ways to recruit younger members and have been able to revitalize their clubs as a result. Being active is, of course, not necessarily a function of age. But we definitely want to avoid the fate of older clubs established in the 70s and 80s which experienced slow but steady aging and then a decline in membership and eventually had to fold.

One way in which the new Board of Directors can address this issue is by establishing a small working group of younger members to develop an approach to club renewal for all members to consider. Such a group could develop a set of proposals focusing on how we can interest younger persons, now in the workforce, to join our club. Also, surveying our members and interviewing those prospective members who considered joining but decided not to, often because of the current demographic profile of our club, may give us some insights into their thoughts and opinions. By working creatively towards our club's renewal over the next several years, we will be able to ensure that our club remains as successful and dynamic as it is today!

Jaap Schouten

On 1 October 2009, our membership was made up of the following 188 club members:

Susan Aiken, Pierre & Jackie Ratto-Allard, Una Allen, Donna Ananny, Carole & Ralph Baker, Lois Baker, Hazel Baskin, Sharon Bedier, Pierrette Benoit, Rosemary Beseau, Asha Bhatnagar, Jean Biro, Rosemae Blackwood, Robert & Adele Blair, Elaine Bradley, Ginette & Leighton Borage-Brown, Phil & Margie Bott, Elizabeth Bowen, Garry & Cavelle Bowes, Bob & Jean Brett, Rheo & Dorothy Brunet, George & Pam Byrtus, Charlie & Mary Cajka, Greta Cameron, Phil & Marion Campbell, Pat Cianfaglione, Don & Elena Clerk-Zorauskas, Raymond & Eleanor Cote, Louis & Pauline Delorme, David Douglas, Marion Dunning, John & Louise DuVernet, Shirley & Alan Eriksen, Jean Farrell, Claire Fortin, Carol Fryer, Susan Gardiner, Joan & Conrad Gregoire, Eva Grodde, Stuart & Helen Hamon, Kathy & Richard Hatherill, Phil & Joyce Hodgins, Vic & Bonnie Hudon, Heidi Ibendahl, Doris Jelly, Chris Jones, Tania Kamienski & David Burton, Itza Kar-

Meet Some of our Founding Members

by Jan Sterling



Kathryn & Dave Williams have been with our club from the beginning. They fill their lives with work, school, volunteering, travelling, cooking, jogging, the arts, dogs, and giving care to their elderly mothers. Kath is a dedicated Rotarian which brings many volunteer opportunities into their lives as well as Rotary International exchange high school students into their home. Dave loves food and wine making, history and politics, travel, and literature. Kath enjoys statistics, medicine, local history and international development. Their little dachshund, Churchill, is an essential member of their household. Dave is a management consultant who is currently on sabbatical in order to obtain his PhD in Population Health. Kath is a statistician working in medical research at the University of Ottawa Heart Institute (cardiac hospital). (Editor's note: Dave was our first club President; Kath our club's first outbound ED)..

And also Some of our New(er) Members.....



Ralph & Carole Baker grew up in Montreal, and settled in Ottawa in 1957, where Ralph worked for Flight Research Council of Canada. They moved to Palo Alto, while Ralph went back to school, and returned to Ottawa and the NRC where Ralph worked as a research scientist assigned to military aircraft. This meant flying in many aircraft. Carole worked for Allstate and the Canadian air force until their first son, Geoff, was born, followed by a daughter, Lisa, and another son, Craig. In 1981 Carole re-entered the 9-5 world and ended up in Administration at Carleton University. In 1971, Ralph moved to the Canada Centre for Remote Sensing, an agency that became part of Canada's Space activity, to lead the Centre's airborne research program. The family moved to Toulouse when Ralph was 'traded' to the European Space Agency. They were able to travel extensively in Western Europe.

Hobbies include downhill skiing, sailing, DIY construction, photography and bicycling, plus the design and building of their present house. They enjoy living on the Rideau River, with motorboat, canoe, kayak, and miscellaneous water toys, though sadly no sailboat. In 1988, Ralph retired from government and for 10 years worked as a consultant, work that involved even more travel to the world's space agencies, and stopped work when Carole retired in 1997. Current activities include the never-ending building and re-building of their house, travel, winter in Florida, playing in a band, volunteer activity and quilting. They just discovered Friendship Force and might have joined long ago if they had learned of it sooner!

Members continued

neef, Mary Kealey, Maureen Keon, Al & Barb Kennedy, Ruth Kirk & John Taylor, Kay & John Knobel, Paul & Marilyn Koch, Jeanne d'Arc Lachapelle, Joe & Connie Lackner, Richard Leclair, Laura & Bob Legare, Hal Lilly, Carol & Mike Lundy, Doug McGregor & Huguette St. Pierre, Diane McIntyre, Bob & Josie Machacek, Richard Mason & Mary Wilkinson, Gerry & Elvira Matthews, Brenda & Les Maunder, Frank & Mary Mayda, Helen McDonnell, Lorna McKenzie, Norm & Pat McLeod, Harry & Doris McIlroy, Andrea & Bob Medaglia, Shayla Mindell, Jill Moll, Mary Morrison, Marg Munro, George & Sue Neilson, John & Lucy Nelms, Ulysse & Gail Nevrault, Bob Nichols, Donna & Andrew Nicholson, Beth & Tom Patterson, Heather Pettipas, Bev Pick, Marjorie Phalen, Lyse & Doug Ramsden, Sheila Reid, Helen Reiss, Ron & Nancy Richards, Helen Ridding, Glen & Diane Robinson, Paul & Anna Rochon, Mary & Arthur Roy, Jaap & Maria Schouten, Ken & Doris Shoultz, Paulette St. Jacques, Grace Strachan & Peter Turner, Laureen & Paul Silke, Maureen Sly,



Claire Fortin joined the Friendship Force of Ottawa in June 2009 after speaking with another club member who thought it might be interesting for her. So far, the decision has been very positive.

She is a retired teacher, originally from Sherbrooke, Quebec. Claire moved to Ottawa two years ago after being out of Canada for several years. Having taught in other countries, she returned to Hong Kong after retirement and remained there for ten years. This stay, plus other explorations, have enabled her to travel extensively and to date, she has been to 70 countries. But, Friendship Force travel will be different and Claire is looking forward to other new experiences. Keeping physically fit, having good health and being happy are key elements in her life...plus her grown children and grandchildren.



Brenda & Les Maunder: born and raised in Ottawa, Brenda attended Queen's University in Kingston. In 1967, while teaching in Montreal, she met Les at a Queen's Alumni function at the Molson Brewery. Les, raised in Winnipeg, attended the University of Manitoba. Brenda and Les married in 1968, and raised two daughters. Maria and Rosanna reside in East York, and Banff, Alberta, respectively. Les' career as a Brew-

master and Quality Control Manager with Molson Breweries spanned 39 years with postings in 5 Canadian provinces. They resided in Montreal, Prince Albert, Regina, and St. John's. Brenda's teaching career continued in Newfoundland. For 20 years, she taught music, art, and physical education, to students from Kindergarten to Grade 8 in Pouch Cove, Flat Rock, Goulds, and St John's. She enjoys playing guitar and keyboard as one of her pastimes and is an active member of ONAC.

Brenda and Les Maunder retired from their careers and moved to Ottawa in 2001. They play year round tennis on the red clay courts of the West Ottawa Tennis club. They enjoy cross-country and downhill skiing, biking around the Ottawa bike paths, and the occasional bridge and golf game. From May to October, Brenda and Les reside at their family cottage on Golden Lake, 2 hours from their city condominium. Their travels this past year included a week in Cuba and a vacation in Arizona and Palm Springs, California. The family enjoyed watching the Indian Wells Masters tennis tournament. Brenda notes: "Since our retirement we have travelled to many interesting places. Joining Friendship Force may help us continue to experience new locales and make new friendships along the way."

Our Total Club Membership Now Stands at 188

In recent weeks, the following new members joined our club: Elaine Bradley, Donna & Andrew Nicholson and Jill Moll. We extend a warm welcome to our new members and look forward to their active participation in hosting foreign ambassadors, joining us on our outbound exchanges, and taking part in many of our club's social activities and annual events.

Members continued

Barb & Mark Smith, Janet Steele, Hart & Liz Steeves, Linda Steingarten, Jan Sterling, Andrew Stirling & Eileen Howell, Marie-Antoinette & Rick Stolarik, Jessica & Merv Sullivan, Judy & Peter Tinsley, Mel & Marie Thompson, Claudette Tougas, Gill & Tim Traynor, Don Urquhart & Joanne Lahey, Jerry Valihora & Judy Cornell, Pat & Judy Whyte, Janet Wilkinson, Joanne & Doug Williams, Kath & Dave Williams, Ian Wilson, Joan Wilson, Brenda & John Worswick, Liza Zaslavsky.

Founding Members

The names of the 12 members who have been members of our club since 1994-1995 have been underlined.

Ottawa Homestay

28 Friendship Force members from six Canadian FF clubs, will come to Ottawa for a 3-night homestay, after they have attended the Canadian Conference in Niagara Falls. The homestay will take place **Oct 20-23/09**.

For further information, please contact Maria Schouten, our hosting coordinator, at 613-722-8837 or at schouten@rogers.com

FFO Exchanges for 2009 and 2010 by John Knobel & EDs

Further to the presentation at the GM of September 1, you will find the text of the Ambassador Selection Procedure for Oversubscribed Exchanges in Appendix 'A'.



FFO Voyageurs Choir sings at the Farewell Party

Southern Oregon and Lower Columbia, September 2009

This exchange, directed by Mary Wilkinson, was well received by the ambassadors from the two clubs. Among the highlights of the exchange was an air show at Gatineau Airport put on by Vintage **Wings**. The weather was great, clear and sunny. Our **thanks go to our committee who helped make this exchange such a success.**

Head Start for Nashik Exchange by Merv and Jessica Sullivan



Ambassadors meet with Indian High Commissioner in the DuVernets' oriental garden.

Members of the Ottawa to Nashik Exchange got a cultural head start on September 22nd, when ambassadors met with the Indian High Commissioner to Canada, His Excellency **Shashishekhar Gavai**. **The event was very kindly hosted by John and Louise DuVernet at their home, with 18 ambassadors attending, as seen in the photo on the left, taken**

Mr. Gavai provided a very informative background on India in general and some very helpful information on Nashik in particular where he spent a number of his younger years. He pointed out that Nashik has a number of historic caves near the water. With its climate, ideal for agriculture, it has become the grape growing capital of India.

The event was organized by Jaap and Maria Schouten who presented an Inukshuk to Mr Gavai as a token of appreciation. Several ambassadors travelled on from the briefing for supper at the Taj Mahal (no, not the real one but a restaurant on Bank Street)... The exchange, with 21 ambassadors, is scheduled to arrive in Nashik on November 24th with most members doing pre/post touring of India starting early in November.

Destinations for 2011: Survey Results by Jaap Schouten

The members' survey undertaken at the GM of September 1, regarding preferred destinations for outbound exchanges in 2011, produced the following results (in order of preference):: 1) United Kingdom (Causeway Coast/West Scotland); 2) United States (Hawaii/California); 3) Egypt (Cairo); 4) Czech Republic (Prague); 5) Italy (Tesino Valley); and 6) Hungary (Budapest).. These preferences will now be conveyed to FFI with the request that these destinations be assigned to us for our 2011 exchanges.

Exchanges 2009
Outbound 2009:

Nashik, India
November 24-30
EDs: Merv and
Jessica Sullivan

Exchanges 2010
Outbound 2010:

Bogota, Col. & W.
Alajuela, Costa
Rica January 21 to
February 8, 2010
EDs Frank May-
da & Bob Nichols

Vienna, Austria
June, 2010 ED:
Joan Gregoire

E. Central Flo-
rida & Sarasota,
Fla. November
2010. EDs Arthur
& Mary Roy

Inbound 2010:

Gelsenkirchen,
Germany May
2010. Cancelled
(to be replaced by
another exchange)

Bundaberg &
Cairns, Austra-
lia August 2010
EDs: Garry &
Cavelle Bowes

Fort Worth, Tex.
Sept 2010 EDs:
Doug McGregor &
Huguette St.Pierre

Moscow, Russia
October 2010 EDs:
Gail & Ulysse
Nevraumont

Travelling to Belgium and Germany with FARCC*

(*la force de l'amitié de la région de la Capitale canadienne) by Norm McLeod

We joined our local French-speaking sister club for a double exchange in June. 14 of us traveled to a club in Bredene, Flemish Belgium, and to Freiburg, Germany. FARCC is a French-language club but all members on the exchange spoke English, an important language of communication in both Belgium and Germany. The advantage was that we met people from 3 clubs: FARCC, Belgium, and Germany. We wouldn't hesitate to join FARCC again. Language was not an issue. FARCC is extremely welcoming.

Both host clubs are quite small so night hosts act also as day and dinner hosts. As a result, they have only 2 incoming exchanges a year. In Belgium, we paid \$150 each but that covered expenses such as transportation and some meals. The convenience of being able to step onto the trains instead of lining up to purchase tickets was invaluable and made the excursions go very smoothly. In Belgium, the welcoming event was an informal reception in the home of their president, giving us a chance to meet and speak in a relaxed atmosphere. Our host, a professional guide, led us on city tours to Brussels, Gand, Bruges and Ypres. She and her husband also took us to Holland on a free day. The final banquet was held at a restaurant and included professional musical entertainment. Their club entertained us with their Belgian songs and we sang three songs from the French-Canadian repertoire.

We then took the train to Germany. The ED had previously organized this part of the tour, pre-purchasing tickets. In Freiburg, the welcoming reception was a pot-luck meal at the home of one of the members, again making this a relaxed and informal way to meet people. Our hosts gave us a city tour of Freiburg and toured us into the Alsace and we visited the Black Forest where we enjoyed a picnic. In lieu of a club gift, we gave a donation to a school working with physically and cognitively handicapped children. Our host club was so taken with this idea that they made an equal donation to the school in lieu of a gift to us. The final banquet was held at a winery where we enjoyed a wine-tasting evening along with a meal. There was no other entertainment, but our group sang a French version of 'Auld Lang Syne'. We gave our hosts in both countries the same individual gift from Canada: an inukshuk on a piece of amethyst.

Edmonton's Friendship Force Festival by Andrew Stirling



To celebrate the 10th Anniversary of the club, FF Edmonton held a Festival in late August. Ambassadors arrived from all over the world, including many from the clubs with whom they had stayed and whom they had hosted. 63 attendees from 6 countries spent 8 days in Edmonton: 3 nights in hotels and the rest in home stays. Countries represented were Australia, Canada, Germany, Kenya, Netherlands, and the USA. Using the theme 'The Diversity of Canada', ambassadors visited Chinatown, a Hutterite community, a Ukrainian village, and Moravian church community. These activities were interspersed with more traditional Edmonton sights like the Badlands in Drumheller and the famous Edmonton Fringe Festival. A festival incorporates all the elements of an exchange but brings more people together at the one time. In many ways, this makes it more interesting than an ex-change. I would really encourage Ottawa members to participate in Festivals in future, or perhaps consider hosting one. Eileen and I really enjoyed the Festival. Even though she had lived in Alberta, we see things differently in an exchange. And, we made new friends. I used the opportunity to listen to concerns of FF members worldwide while representing FFI.

Social Activity Coordinators:

Board Liaison:
Pierrette Benoit

Social Committee:
Heather Pettipas
Hazel Baskin
Alan Kennedy
Pauline Delorme

Bridge Club:
Lorna McKenzie

Art Appreciation:
Laura Legare

Dinner Club:
Lucy Nelms

Table Tennis:
Garry Bowes

Walking Club:
Pierrette Benoit

Summer Concerts:
Heather Pettipas

Golf: Rheo Brunet &
Paulette St. Jacques

FFO Webmaster:
John Nelms

FFO Website:
www.friendshipforceottawa.ca

FFI Website:
www.thefriendshipforce.org

ED Training Coordinator:
John DuVernet

FFO Newsletter Editor:
Bonnie Hudon
Send your text and/or pictures:
bonnie.hudon@rogers.com

The Social Season is in Full Swing: please join us!



Our Golf Event was a Success!

35 Golfers teed off on September 9, 2009, at the Irish Hills golf course in Lanark for our annual FFO golf tournament and barbecue. It was a well-organized event, thanks to the hard work of Dorothy & Rhéo Brunet. Paulette St. Jacques was able to obtain prizes from sponsoring organizations.

Prizes were won by Marie-Antoinette & Rick Stolarik and Ron & Nancy Richards (lowest team score), Bonnie Hudon (ladies longest drive), Jaap Schouten (men's longest drive) and several others. A special prize was awarded to our very honest all-women's fearsome foursome of Una Allen, Shirley Eriksen, Jean Farrell, and Marie Thompson (see photo, from left to right).. The barbecue was a lot of fun!

Christmas Dinner Dance, December 3 by Heather Pettipas

This social highlight of the Friendship Force year will be held at the Cedarhill Golf & Country Club. The cost will be \$ 42 per person. Please obtain your tickets from Al Kennedy at 613-521-8713. Please make your cheque out to FF Ottawa; send it to Al at 990 Cahill Dr. W, Ottawa, K1V 9H8. He will mark down the names and confirm your number. No tickets will be issued. Cocktails are from 6-7 pm; dinner at 7 pm.

A seven-piece orchestra, "The Mellow Tones", under the direction of Ed Lascelle, will entertain us for over two hours, starting at 8 pm. This group is highly sought after and we are very lucky to have arranged a contract with them.

Please inform Al if you wish to sit with other members, as tables will all be reserved. Dorothy Brunet will be our Master of Ceremonies. Please send in your cheque early, as this event will be very popular. Your friends are also welcome, and new members are encouraged to sign up, as this is a good time to meet other members. Christmas committee members are: Al Kennedy, Pierrette Benoit, Hazel Baskin, Pauline Delorme, and Heather Pettipas. Feel free to call Heather with any questions at 613-592-6724.

Skiing at Mont Ste-Anne & Le Massif by Doug McGregor

We (and our friends) have an opportunity to join with a group from National Defence and "Retraite en Action" (the parent organization of FF Canadian Capital Region club) to take a deluxe bus from Ottawa on Sunday, 7 February, to ski at both Mont Ste-Anne and Le Massif and to return to Ottawa on Friday, 12 February, 2009.

Transportation, accommodation at the base of Mont Ste-Anne in either well-equipped condos or the hotel and skiing (both downhill and cross-country), are included in the packages provided by a company owned and operated by a very good friend of mine.

I am sure that you will be pleased with the service provided! Please call or email me as soon as possible, to find out more or to **register. Space is limited.** Please contact **Doug McGregor, at 613-237-1648 or by email at ambiance@writeme.com.**

Nominations for FFO Board 2010

The Nominations Committee, made up of Andrew Stirling (chair), Jan Sterling, Ruth Kirk, John Knobel, and Glen Robinson, has submitted the following slate of nominees for the 2010 FFO Board of Directors, for election at the Annual General Meeting of November 3, 2009:

President:
Merv Sullivan

VP Exchanges:
Pierrette Benoit

VP Membership:
Gail Nevraumont

Treasurer:
Richard Hatherill

Secretary:
Norm McLeod

Members:

Bonnie Hudon
Raymond Coté
Elizabeth Bowen
David Williams
Susan Aiken
John Taylor

Past President:
Jaap Schouten

The Agenda for the AGM of 3 Nov 2009 will be sent out the last week of October

The Table Tennis Season Has Started by Garry Bowes

Table tennis at the Canterbury Community Centre has started again on September 15th. As in previous years, the times are 11 am to 2 pm on Tuesdays and Thursdays. It is a drop-in arrangement and the daily fee is \$2.25. We have four Olympic tables so there is little, or no, waiting. Last year, several club members came out and we are hoping to build on that this year. The quality of the racquets provided is rather low, so if you have a favorite racquet, bring it along. This is an excellent activity for seniors, as it combines aerobics with lots of stretching and really tunes up the reflexes!

Join Our Friendship Force Dinner Club by Lucy Nelms

Interested in joining the dinner clubs? Each club consists of 8 members (couples or two singles). In the round of 4 dinners, the host couple will provide the main course, and drinks. The other couples (or teams) will provide either the appetizer, or the salad, soup or the dessert in turn. If you wish to join in on the fun and good food, please call Lucy Nelms at 613-729-6357 or e-mail her at Lucy.Nelms@gmail.com.

Fall Colours Walk around Pink Lake, October 22

On September 24, the FFO Walking Club went for its monthly urban hike, this time through Ottawa's Glebe neighbourhood. During our walk, we checked out some new infill developments, commented on various local improvements (or otherwise) and had a very good time. We also had a very pleasant lunch 'al fresco' at Von's Bistro's outdoor café which we highly recommend for its tasty and reasonably-priced food

Our October Walk will take place on Thursday, October 22. We will meet at 10:15 at the Pink Lake parking lot in Gatineau Park. We will hike around the Lake and conclude with a picnic lunch near or in the NCC Visitor Centre (depending on the weather conditions) on Scott Road in Old Chelsea, where Gatineau Park staff will brief us on their conservation policies for Gatineau Park.

All Ottawa Homestay guests and their hosts, as well as all members of our club, are invited to join us on this annual Fall Colours Walk.

New Friendship Force Pins Available by Andrew Stirling



Friendship Force International has commissioned a 19 mm diameter pin with the new FFI logo in white enamel and gold cloisonné edging around the doves and rim. I have a small stock of pins which are available at \$10 each. The pins look good on dress clothes and are of a quality well above those at \$2- \$3 that one often exchanges with new friends. These badges will make good gifts for ambassadors who will be traveling on exchanges. If you're interested, please contact me at 613-592-8754.

Appendix "A" Ambassador Selection Procedure for Oversubscribed Exchanges

The following procedure applies to Oversubscribed Exchanges as outlined in club policies.

3.1 Eligibility:

The VP Exchanges shall produce a list of all applicants who meet the criteria of having made a **Significant Contribution** to the club. Applicants who have made a significant contribution will be ranked 'A' on the Eligibility List; all others will be ranked 'B'.

Applicants must be physically fit for the living conditions in their host community. Applicants may be asked for a physician's verification of good health, stamina and mobility. It is the responsibility of the Exchange Director (who is the final arbitrator on the acceptability of Ambassadors for the exchange) to accept only persons who are physically able to be independent houseguests.

3.2 The Priority List

The **Priority List** for an exchange will be made by first drawing names at random from the 'A' rank applicants, and assigned a descending priority number as each is drawn. 'B' ranked applicants will be added to the priority list in the order of a second draw. The draw will be carried out at a time and place determined by the Board of Directors in the presence of at least three club members who are not themselves registered for the exchange.

3.3 Assured Space

Persons whose position on the Priority List is high enough to be accommodated within the hosting receiving club will then be given an assured place on the exchange. The remainder of the applicants will be placed on the **Standby List**.

3.4 Commitment Day

Six (6) months prior to the month of the proposed exchange those on the Assured Space List will be asked to lock-in, or reserve their **Assured Space** by the payment of the **Assured Space Deposit (\$300) and completion of the acceptance form..** Persons not paying the Assured Space Deposit will have their names moved to the bottom of the Priority List in order of refusal date. All members who have not paid the Assured Space Deposit will then constitute the **Standby List**. Late registrants will be added to the **Standby List** in the chronological order that Late Registrations are received.

3.5 Selection of Exchange Director

The exchange director will be determined by the Board of Directors from among those persons with Assured Space (see section 3.3) as of the date of the first board meeting after the draw.

3.6 Limits to Participation

A member who is holding an Assured Space for an exchange for which there are persons on the Standby List may register for another exchange. However, they cannot accept be assigned an Assured Space on another Oversubscribed exchange unless they relinquish their Assured Space on the present exchange, and it is accepted by an applicant on the Standby List.

Applicants who have already travelled on one oversubscribed exchange or hold Assured Space on any ex-change outside Canada and the USA may request to be added to the priority list for any other exchange in the same calendar year but will not be offered assured space sooner than 6 months before the exchange date.

4.0 Refunds for Oversubscribed Exchanges

4.1 Any member, on written notice to the Exchange Director may have their name removed from the Standby list and the **Registration Fee** will be refunded.

4.2 An ambassador holding assured space may, on written request to the Exchange Director, withdraw and, if at least one of the criteria in Section 5 has been met, the assurance deposit shall be returned. (Regis-traction fee is non-refundable for assured space holders)

4.3 If an ambassador withdraws without meeting the criteria in Section 5, the ED attempts to find a replacement from the priority list. The ED invites, in order, those without an assured space to become an ambassador by paying the assured space deposit. The ED continues down the priority list until an applicant agrees or all have been contacted. Those applicants who do not accept the offer are placed at the bottom of the priority list. Once a replacement pays the assured space deposit all fees and deposits shall be returned, regardless of the reason for withdrawal.

4.4 If a standby applicant cannot be contacted within 7 days, that name is moved to the bottom of the priority list. Registrants who expect to be out of reach for more than 7 days may authorize the ED to cash a previously written cheque when their position becomes eligible for an assured space.

4.5 For members who travel on the exchange the **Assured Space Deposit** will be applied to the fees related to the exchange as agreed to by all members of the exchange and any residual will be refunded by the Exchange Treasurer after the return to Ottawa.

4.6 The **Exchange Fee** (payable 45 days prior to the exchange) is refundable as per the policies set out by FFI in Atlanta.

4.7 The **Hosting Fee** (due 45 days prior to the exchange) is non-refundable under any circumstances once it has been transferred to the host club unless a replacement participant joins the exchange.

4.8 The Exchange Director is not required to seek a replacement for an Applicant who withdraws after the Standby List is exhausted. If no replacement can be found, the withdrawing member shall forfeit all the fees paid. **Members may not transfer or assign their positions to any other person at any time except through the Exchange Director.**

4.9 The exchange director shall notify all applicants on the priority list if there is a change to the list.

4.10 Any and all deposits held back by the club will be used by the club for purposes which the Board of Directors decides upon, and reports thereon to the membership at the end of the budgetary year.

5.0 Criteria for Refunds of Fees and Deposits

Friendship Force Ottawa will not refund fees or deposits for health or other reasons normally covered by health or travel cancellation insurance. It is the responsibility of the member to obtain insurance to cover these areas.

All Fees and Deposits paid to the Friendship Force of Ottawa (excluding those paid to FFI which are governed by FFI rules) will be returned upon receipt of a written request from the applicable member to the Exchange Director (if required by the circumstance) should any of the following circumstances occur or prevent the member, spouse, common-law spouse or travelling companion from departing on the trip as scheduled on provision of supporting documentation to the Friendship Force of Ottawa and approved by the VP, Exchanges and Executive.

5.1 The Exchange is cancelled.

5.2 The Exchange Director does not accept that the applicant is able to function as an independent house guest.

5.3 Your host cannot provide accommodation and your participation is cancelled by the receiving club.

5.4 The date of the proposed Exchange is not firmly established 6 months before departure, OR if the date of departure is changed by more than 5 days from what was established or believed to be firm 6 months before departure.

5.5 The ambassador is transferred by her/his employer and notice was received from the respective employer subsequent to payment of the Assured Space Deposit, and if the date of transfer precedes the day of departure and requires the relocation of the principal residence.

5.6 Damage to the principal residence, making it uninhabitable.

5.7 A written, formal notice issued by the Department of Foreign Affairs and International Trade of the Canadian Government, advising Canadians not to travel on vacation to a country, region or city originally in-tended as the destination of the trip for a period that includes the dates of the exchange.

5.8 In the event of pregnancy, diagnosed after paying the Fee or Deposit if the ambassador is pregnant and the expected date of delivery is in the nine weeks before or after the scheduled day of the beginning of the exchange.

5.9 Legal adoption of a child by the ambassador when, after paying the Fee or Deposit, and notice is received that the actual date of adoption scheduled to take place during the exchange.

5.10 The involuntary loss of the Ambassador's or spouse's permanent employment (not contract employment) due to a lay-off or dismissal without cause.

5.11 The inability to secure a travel visa for reasons beyond the Ambassador's control.

5.12 The Ambassador is called to service by government with respect to inquiries, reservists, military, police or fire personnel and the service is required during the period of the exchange.

5.13 The Ambassador is (a) called for jury duty, (b) subpoenaed as a witness, or (c) required to appear as a defendant in a civil suit, while scheduled to be on the exchange.

5.14 Another member has assumed all the responsibilities that the Ambassador is withdrawing from.

Definitions:

a. Registration Deadline: The date set out by the club, before which members must indicate an interest in participating in an exchange to be eligible for consideration for Assured Space on an Oversubscribed Exchange.

b. Late Applicants: Persons applying after the Registration Deadline (and who will be given priority after those who apply before the Registration Deadline).

c. Undersubscribed Exchanges: An exchange for which, at the Registration Deadline, there are fewer or an equal number of people applying than the host club can receive.

d. Oversubscribed Exchange: An exchange for which there are more applicants at the Registration Deadline than the receiving club's hosting capacity.

e. Significant Contribution: A member has made a Significant Contribution by participating in incoming exchanges as a billeting host, or a dinner host or a day host, served on the Board of Directors, or served as an Exchange Director, or chaired an exchange committee, or worked on an exchange committee or served as editor of the club newsletter or performed some other function approved by the Board, in the current calendar year or the two calendar years preceding the current year.

f. Eligibility List: A list of all applicants for an exchange who meet the criterion of having made a Significant Contribution to the club as per section e. Applicants who have made a significant contribution to the club are ranked 'A' on the eligibility list, all others will be ranked 'B'.

g. Assured Space List: Persons who have registered for an exchange and have been given assurance of a place on the exchange either because it is not filled by the Registration Deadline or because they have paid the Assured Space Deposit.

h. Standby List: Persons who have not yet been given assurance of a place on the exchange

i. Registration Fee: An amount determined by the Board of Directors from time to time to accompany the application form for an exchange. This amount will be retained by the exchange Treasurer to cover common expenses incurred on an exchange. Currently \$35.00

j. Assured Space Deposit: Fee to reserve an Assured Space (Currently \$300.00)

k. Exchange Fee: Fee paid to FFI (Atlanta) for the administration of FFI (Currently \$115.00 US per week) and paid 65 days before the exchange using FFI's Credit Card Form.

l. Host Club Fee: Fee paid to host club to cover the program the ambassadors will participate in (In 2009 this was \$100.00 US or as negotiated between clubs).

m. Commitment Day; Six months prior to the month of the proposed exchange for which a deposit is required to obtain an assured space.

6.0 Special Situations

Notwithstanding the procedures for Ambassador Selection set out herein, and recognizing that the procedures may not cover every situation which unfolds, the Board may, in the best interests of the exchange and the club, permit variations to these rules.

The Friendship Force of Ottawa

Ottawa, September 2009

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Appendix "B" Minutes of Friendship Force of Ottawa Meetings

FFO General Meeting of 1 September 2009, 7:30 pm, Tom Brown Arena Hall, Ottawa

President Jaap Schouten called the meeting to order at 7:30 PM. There were 81 members and 6 guests in attendance.

1) Introduction of New Members & Guests

President Jaap Schouten introduced and provided a badge to new member Greta Cameron and invited her to say a few words about herself. Guests Alice McGill, a founding member of the club, Julie and Chris Smith, Elaine Bradley, Phyllis Nitschke and Jill Greenwall were also introduced.

2) Approval of Agenda

The agenda was circulated prior to the meeting. It was MOVED by Maureen Sly and SECONDED by George Neilson that the agenda be approved as presented. CARRIED

3) Approval of Minutes GM June 16, 2009

MOVED by John DuVernet and SECONDED by Janet Wilkinson that the minutes of the General Meeting of June 16, 2009 as published in *Capital Connections* be approved. CARRIED.

4) Membership Report

VP Membership Jan Sterling reported that currently we have 184 members. She mentioned that a draft Directory of FFO members which includes over 125 members with photos and brief biographies will hopefully be sent out by email in the fall.

5) Treasurer's Report

Treasurer Al Kennedy reported that the circulated financial report (attached to the Agenda) indicated a closing balance of \$ 6300.37 for the General Account. He explained that the balance was high partly due to the fact that it included \$2390 in exchange fees. The Reserve Account balance was \$3881.14.

6) Exchanges

VP Exchanges John Knobel reported that there were two exchanges remaining in 2009, one inbound and one outbound

a) 2009 Exchanges

Inbound from S. Oregon/Lower Columbia, Sept. EDs Mary Wilkinson & Richard Mason

Mary Wilkinson reported that the exchange will take place Sept 15th to 22nd, 2009. Tickets are available tonight for both the Welcome and Farewell parties on September 16th and 21st respectively.

Outbound to Nashik, India, November EDs Merv & Jessica Sullivan

Merv Sullivan reported that the exchange was fully subscribed with 21 ambassadors. A group of 13 would be doing some touring starting from Delhi on November 10th with the exchange running from November 24 to 30th.

c) 2010 Exchanges - Inbound

1) Gelsenkirchen, Germany May 2010 EDs Raymond and Eleanor Coté

There is not a large contingent signed up yet.

2) Fort Worth, USA September 2010 EDs. Doug McGregor and Huguette St. Pierre

More information to come later.

3) Bundaberg & Cairns Australia August 2010 EDs Garry and Cavelle Bowes

Garry mentioned that he has talked to the Bundaberg ED

4) The Cultural exchange Moscow Russia Oct 2010 ED Gail & Ulysse Nevraumont.

An organization meeting will be held soon.

c) 2010 Exchanges - Outbound

1) Bogota Col & W. Alajuela Costa Rica Jan -Feb 2010 EDs Frank Mayda and Bob Nichols

Frank Mayda reported that this double exchange has about 23 members signed up for Bogota and 21 for Costa Rica.

2) Vienna June 2010 ED Joan Gregoire

Only 12-14 people can be home hosted while a few more might use hotels and take part in the program.

3) East Central Florida & Sarasota in November EDs Arthur & Mary Roy

This is also a double exchange which can accommodate up to about 25 members. Arthur indicated that a great exchange is planned with perhaps even a beach party.

c) Update on rules for Oversubscribed Exchanges in 2010

VP John Knobel updated members on the rules for the oversubscribed outgoing exchange in 2010 - Vienna.

1) The deposit of \$300 for assurance of space on the outbound exchange will be required on the first day of the 6th (sixth) month

before the scheduled month of the exchange commitment day. The assured space deposit would not be refundable for health issues. Members will have to obtain refunds through their travel insurance coverage. There are 14 specific non-medical instances where deposits will be refunded.

2) A member holding space on the exchange may withdraw and have their name removed from the priority list and have the assurance deposit refunded if the exchange dates are not firmed up 6 months prior to the exchange or if the date of the exchange is changed by more than 5 days (modified from 10 days)

3) The registration fee of \$35 will not be refundable for those who have obtained an assured place on the exchange. There were a number of questions and comments from members. Andrew Stirling pointed out one of the 14 specific non-medical instances where deposits would be refunded. A person on the priority list would have their \$300 deposit refunded if there was another person on the standby list or other member who took the vacated place and provided a replacement \$300 deposit. In replying to an earlier question on the use of a forfeited \$300 deposit, John Knobel indicated that it would be held by the club. George Neilson asked why there are so few outgoing exchanges in 2010 particularly if Vienna is oversubscribed. Jaap Schouten indicated that Bogota and Costa Rica are not full and members could also join exchanges with other clubs.

7) Ottawa Home Stay

Maria Schouten reported that the homestay after the Niagara Conference was well under control with sufficient hosts who had volunteered. The number of guests has firmed up and a list of hosting assignments will be sent out in early October.

9) 15th Anniversary Celebration

Social Activities Director Pierrette Benoit indicated that the party is scheduled for October 21st at the Nepean Sailing Club (contrary to date on the tickets). The evening is shaping up to be a real classy one and she suggested that attendees may want to be "dressy" in their attire. Towards the end of the meeting co-MC Mike Lundy indicated that only 15 tickets were remaining (current status - sold out).

10) Preferred Destinations 2011

President Jaap Schouten referred to a listing of the clubs in Friendship Force which had been included with the Agenda. He asked members to take time during the short intermission to review the list and to circle 5 clubs or countries that would form our preference request to Atlanta for 2011. There was also the possibility of an exchange to Morocco. These lists should be handed in tonight so that the results can be compiled.

A short intermission was then held.

11) Guest Presentation on Friendship Force Travels in Asia

Chris Smith of Friendship Force Sacramento attended the meeting while visiting Jaap and Maria Schouten. He presented a very lively, colorful and action packed audiovisual report on one of his FFI trips to India and Nepal. The trip included an exchange to Nepal together with a number of opportunities to interact with residents of the country in addition to a "Discover India" tour as part of Friendship Force.

12) Nominations for Next Years Board

Past President Andrew Stirling reported that the nomination committee would consist of John Knobel, Jan Sterling, Glen Robinson, chaired by Andrew Stirling. He suggested that members who wish to nominate someone for the board should contact someone on the committee before Sept 15th. Nominations may also be made at large by submitting the candidate's name with the nominee's written consent together with the signature of 2 members in good standing to the Secretary at least 2 weeks prior to the AGM.

13) Other Business

Heather Pettipas announced that the Christmas Party would be held on Thursday December 3rd. Hazel Baskin and Al Kennedy are on the organizing committee. Tickets are \$41 and can be purchased by giving the name to Al together with the \$41. In lieu of actual tickets a list will be kept by Al Kennedy.

Doug McGregor made a presentation with respect to a possible skiing trip to Mont Ste Anne and Le Massif in February, 2010. He indicated that the Canadian Capital Region (CCR) Friendship Force Club is trying to arrange such a trip through the Rod Roy Ski Tours Company, which is owned and operated by Rod Roy (a very good friend of Doug's) and his family and has a well deserved reputation after more than fifty years in the skiing business. Doug volunteered to liaise with the CCR, obtain pertinent information and have our FFO members informed.

Al Kennedy indicated that he will be placing an order for new membership badges on Friday Sept 4th. To purchase one, contact Al directly.

14) Adjournment

Upon motion by Jessica Sullivan, the meeting adjourned at 9:15 PM.

The next meeting (AGM) is scheduled for **Tuesday November 3rd** at the Tom Brown Arena.

Merv Sullivan,
Recording Secretary