



Annual General Meeting Agenda Directors of Revelstoke Bear Aware Society and Revelstoke Bear Management Committee

March 15, 2018

6:30 - 8:30 pm

Revelstoke Community Centre, Macpherson Room

1. **Introductions** of current Directors, our Community Coordinator, and others in the room.
2. **Additions to Agenda**
3. **Approval of Agenda**
4. **Adopt minutes of our AGM held on April 20, 2017** (see page 4)
5. **Financial Report for 2017**
Financial summary is included (see page 9).
Reviewed by Kari Martin, our Treasurer in 2017.
6. **Overview of RBAS activities in 2017**
Presented by Jackie Morris, President, based on our 2017 Annual report. The Annual Report can be viewed on our website at: <http://revelstokebearaware.org/wp-content/uploads/RBAS-Annual-Report-2017.pdf>
7. **What's being planned for 2018**
Presented by RBAS Community Coordinator, Maggie Spizzirri

2018 activities will include:

Garbage management

- Follow the progress of the Columbia Shuswap Regional District's move to create an organic waste disposal system in Revelstoke. Investigate what this organic waste disposal program will mean for bear-proof garbage disposal in town.
- Continue to promote communal garbage bins in trailer parks and new developments.
- Investigate how to make bear proof household garbage bins available to individual homeowners upon request.

Fruit Tree Management

- Continue to operate the Gleaning Program, to ensure unused fruit is available to our community and does not become a bear attractant.
- Set up an online application so that gleaners and people with excess fruit can connect independently of the Gleaning Program.
- Continue to list unmanaged residential fruit trees, with the aim of assisting enforcement of the new City bylaw.

- Continue to identify unmanaged fruit trees on City property and lands managed by other agencies, and request removal of these fruit trees.
- Develop point-of-sale information directed to people buying fruit trees, so they recognize the long-term effort required to care for a fruit tree.
- Continue and build upon the partnerships with Community Connections, Monashee Craft Distillery and the Revelstoke Local Food Initiative to improve the Gleaning Project.

Education

- Implementation of Bear Necessities Workshops.
- Educate residents about the new Garbage and Wildlife Attractant Bylaw.
- Regular education initiatives: responding to calls, running gleaning program, public displays at farmer’s markets and local events, summer camps, school presentations, business presentations, spring and fall garbage tagging campaign, door to door visits, social media postings, email campaigns, design requirements and website updates.
- Who you going to call flyer to be sent out (link to garbage collection and recycling schedule).
- Develop education materials such as activity sheets, rack cards, etc.
- Fundraising throughout the year for new opportunities.

8. Changes to Constitution

The Board of Revelstoke Bear Aware Society reviewed our Constitution this year and recommends a change. We want to clarify that our program is directed toward residents, visitors, and businesses. Previously we just said residents.

Our revised Constitution would now read:

1. The name of the society is Revelstoke Bear Aware.
2. The purpose of the society is to reduce bear/human conflict in and around the city of Revelstoke by:
 - (a) Identifying and eliminating or reducing human related bear attractants.
 - (b) Educating Revelstoke residents, visitors, and businesses about:
 - i) the importance of reducing bear attractants on their properties in and around the community,
 - ii) how to recognize bear attractants on their properties and within the community, and
 - iii) how to eliminate or reduce bear attractants for which they are responsible.
 - (c) Accepting donations, grants, and in-kind contributions to achieve the purpose of the Society.

Discussion about the change to the Constitution?

Vote.

**9. Election of Directors to the Board
Elections**

Appointment of election officer. Jackie appoints Maggie to oversee our election of Directors and Officers.

Our bylaws state that we can have as many as 8 Directors and as few as 3 Directors.

The following Directors are continuing in their two year terms:

- Steve Kent
- Lisa Longinotto

This leaves 6 Director positions open for our Board.

The following people have expressed their willingness to take another two year term as Director:

- Jackie Morris
- Sue Davies
- Cheryl Fry
- Kari Martin

Are there other members who are willing to stand for a two year term as Director?

Elections.

Note that all new Directors will need to complete the new "Consent to be a Director" form as required by the new BC Societies Act, before these results are considered final.

10. Election of Executive Directors for the Board

Directors are to be elected to these positions on the Board. Our new bylaws state that this election will happen at every annual general meeting, even though the terms for individuals are two years long.

May we have nominations for each position?

President:

Vice president:

Treasurer:

Secretary:

Elections

11. Round table discussion to catch final thoughts, questions, and suggestions.

12. Adjournment:

Date for Next Regular Directors Meeting: April 19 at 6:30pm in the Revelstoke Credit Union Insurance Boardroom



Minutes
Annual General Meeting
April 20, 2017

This meeting began at 7:05 p.m. The meeting was chaired by Jackie Morris and minutes were taken by Maggie Spizzirri.

In attendance:

Jackie Morris	Cheryl Fry
Steve Kent	Brian Gadbois
Lisa Longinotto	Brett Renaud
Candy Devlin	Maggie Spizzirri

Call to Order: 7:05pm

- 1. Introductions** of current Directors, our Community Coordinator Maggie Spizzirri, and others in the room.
- 2. Additions to Agenda**
- 3. Approval of Agenda**
Cheryl motions to adopt agenda of RBAS AGM meeting 20th April 2017.
Second Lisa
Carried
- 4. Adopt minutes of our AGM held on April 14, 2016** (see page 3)
Cheryl motions to adopt minutes of RBAS AGM meeting 14th April 2016.
Second Brian
Carried
- 5. Financial Report from 2016**
Financial summary is included.
Reviewed by Jackie Morris, who was Treasurer in 2016.

The one page summary of our 2016 financial information appears on the last page of these minutes. The financial statement was approved by the RBAS Directors in February 2017. Our fiscal year runs from January 1 to December 31 each year.

We started the year with funds in our term deposit and our chequing accounts totalling about \$52,000.00. We ended the year with just under \$40,000.00.

Our expenses for the year totalled just over \$30,000.00. As usual, our largest expense was fees for our contractor, (our Community Coordinator), to carry out our program. This year, we had a change in our Community Coordinator contractors, so there was some duplication of time as Sue Davies helped to train Maggie Spizzirri for the job. Also, we sent Maggie to the WildSafeBC training session in Kamloops.

Other expense items are advertising and for printing materials, such as the cards you see on the back table; and for administrative expenses such as insurance, phone, and website hosting.

Our income for the year totalled about \$17,750.00. We are grateful for these agencies and businesses that supported us with cash:

- Bresco Industries
- BC Gaming
- Columbia Basin Trust Community Initiatives Program
- LUSH Cosmetics
- Revelstoke Community Foundation
- Revelstoke Credit Union
- Williamsons Lake Campground

Also, we received in-kind support from our volunteers, who helped with everything from door-to-door visits, to gleaning fruit to reduce bear attractants, to keeping the financial records, and more. We received in-kind support from Parks Canada and Revelstoke Credit Union Insurance for the use of their boardroom for our meetings. We received more in-kind support from many other agencies including our local media outlets, the City of Revelstoke, and more. Please refer to page 7 of our 2017 Annual Report (<http://revelstokebearaware.org/wp-content/uploads/RBAS-Annual-Report-2016.pdf>).

We have a term deposit with the Revelstoke Credit Union for the amount of about \$20,500.00, that is slowly gaining some interest. We hope that one year the City will move toward becoming Bear Smart, as per the Government of BC's Bear Smart Program. We would use some of these funds to help out with the various requirements for that – for example, updating our maps of city's wildlife corridors or producing supporting media. We also consider using that money as backup funds for a year with little income.

The financial statement was approved by the RBAS Directors in January 2017.

6. Overview of RBAS activities in 2016

Presented by Jackie Morris, based on our 2016 Annual report. The Annual Report can be viewed on our website at: <http://revelstokebearaware.org/wp-content/uploads/RBAS-Annual-Report-2016.pdf>

It was a very active bear year in 2016 with 642 reports on bears and 24 bears killed in 2016. There were reports of bears damaging property, getting into cars and showing aggressive behaviour.

The City has not implemented a bear resistant garbage system. The COS and Revelstoke Bear Aware agree that a waste management solution is essential. Trailer courts should have centralized pick-up.

The City will be replacing city owned garbage bins downtown and in the parks with bear resistant bins.

The Revelstoke Bear Aware education initiative reached 1842 people with face to face presentations. Door to door campaigns, bear in area lawn signs, Facebook page, website and local and global media outlets were successful with their reach. The Gleaning Project was busy and successful with residents also donating fruit. Garbage tagging was completed. Volunteers were plentiful this year.

7. What's being planned for 2017

Presented by RBAS Community Coordinator, Maggie Spizzirri

2017 activities will include:

- We will be transitioning our Society to become compliant with the revised BC Societies Act.
- The Directors will be having a planning session to review our constitution, clarify our goals, and write a mission statement.
- Implementation of Bear Necessities Workshops:
 - o Pruning: April 25
 - o Electric Fence: May 25
 - o Parks Partnership for summer
 - o Michael Proctor - talk on bear relocating: September 21
 - o Possible final workshop or fundraiser in October
- Gleaning Project funding has been raised and will continue this year in partnership with the LFI
- Fruit Tree advice cards will be distributed to Home Hardware and Rona
- Partnership with new Craft Distillery - they will be coming to help glean trees or provide a donation for the excess plums that becomes too much for the food bank. They will be making brandy with the plums and labeling it as a Bear Aware brandy.
- Wildlife Bylaw will be presented to City Council on April 25th and if there are no objections of 3 readings it will be passed at the next City Council meeting
- City of Revelstoke will be installing bear resistant garbage bins to replace all non-bear resistant garbage bins on City property.
- Discussions with the City will be put forth to move towards a bear resistant garbage collection system with possibly implementation of mandatory bear resistant bins for restaurants and centralized bins for trailer courts and new developments.
- Discussions with the City about unmanaged fruit trees on City property.
- Fundraising throughout the year for new opportunities such as the BC Dividend Fund, TD Friends of the Environment, etc.
- Regular education initiatives: responding to calls, running gleaning program, public displays at farmer's markets and local events, summer camps, school presentations, business presentations, spring and fall garbage tagging campaign, door to door visits, social media postings, email campaigns, design requirements and website updates.

- Who you going to call flyer to be sent out (link to garbage collection and recycling schedule).

8. Approval of new Bylaws

Our previous Bylaws were prepared in 2004. The BC Societies Act has been rewritten and a number of changes were required to our bylaws. These new bylaws have been reviewed by lawyer Jody Lownds. They can be reviewed at <http://revelstokebearaware.org/wp-content/uploads/RBAS-Bylaws-2017-for-approval.pdf>

Key changes:

- Membership now has an application process.
- Meetings are generally directors meetings. Could offer to have another open meeting that is not an AGM.
- Changed corium to 6 people must attend meeting.
- Society can have no fewer then 3 and no more then 8.
- Age of a director 19+.
- Added dissolution section.
- Privacy policy has been updated.

Brian motions to approve the new RBAS.

Second Cheryl

Carried

9. Election of Directors to the Board

- *Many Thanks* to Loni Parker and Brian Gadbois for their many years of service (more than a decade for each of them!) on our Board.
- We have a new form as required by the Societies Act. All Directors will need to complete the new "Consent to be a Director" form before these results are considered final.

Elections

Appointment of election officer. Jackie appoints Maggie to oversee our election of Directors and Officers.

The following Directors are continuing in their current two-year terms.

- Sue Davies
- Marcia Woods
- Cheryl Fry
- Kari Martin
- Jackie Morris

We can welcome as many as three new Directors, to begin a two year term. Do we have any nominations from the floor?

Cheryl nominates Lisa Longinotto as Director. Lisa accepts nomination.

Jackie nominates Steve Kent as Director. Steve accepts nomination.

10. Election of Executive Directors for the Board

In December, with the resignation of Loni Parker as President, the Board appointed Jackie Morris as interim President, and Kari Martin as interim Treasurer.

We need to elect our Executive for the Board. The positions are President, Vice-President, Treasurer, Secretary. Once again I ask Maggie to oversee the election of Board's Executive Directors.

President: Brian nominates Jackie, seconded by Lisa. Jackie accepts nomination for President. Since we have only one nominee, Jackie is acclaimed as our president.

Vice president: Cheryl nominates Sue, seconded by Brian. Sue could not be here tonight but she has put it in writing that she will accept a nomination as Vice-President. Since we have only one nominee, Sue is acclaimed as our Vice-President.

Treasurer: Brian nominates Kari, seconded by Jackie. Kari could not be here but she has put it in writing that she will accept a nomination as Treasurer. Since we have only one nominee, Kari is acclaimed as our Treasurer.

Secretary: Jackie nominates Cheryl, seconded by Lisa. Cheryl accepts nomination for Secretary. Since we have only one nominee, Cheryl is acclaimed as our president.

Jackie as President.	Carried that Jackie is our President.
Sue as Vice President.	Carried that Sue is our Vice President.
Kari as Treasurer.	Carried that Kari is our Treasurer.
Cheryl as Secretary.	Carried that Cheryl is our Secretary.

11. Additional agenda items

12. Round-the-table of any final thoughts.

It was discussed and suggested that the focus for the next year should be on the City of Revelstoke removing fruit trees from their property as these fruit trees will not likely be managed and have caused human-bear conflict in the past. A report will be provided to the city on which trees should be cut down and followed up with. Another focus will be on encouraging the City to have install centralized bins, especially in trailer courts as an addition to a bear smart waste management solution.

13. Adjournment: 8:45

Steve motions to adjourn the meeting.

Second Jackie

Carried

Date for Next Regular Directors Meeting: June 15 at 6:30pm in the Revelstoke Credit Union Insurance Boardroom

Revelstoke Bear Aware Society - 2017		
As of December 31, 2017		
1 Shares account		
	Shares account, January 1, 2017	\$32.93
	Shareholder dividend February 1, 2017	\$0.33
	Total in Shares account	\$33.26
2 Term deposit		
	2 year redeemable 1.10%, matures Feb 7, 2019	\$20,503.81
	interest as of Feb 7, 2017	\$256.30
	Transfer to chequing (Aug 9)	\$5,760.11
	Total in Term Deposit	\$15,000.00
3 Chequing Accounts		
	amount in Gaming account at start of year	\$0.00
	amount in Organization chequing at start of year	\$21,420.97
	<i>Total in both chequing accounts at start of 2017</i>	\$21,420.97
Income		
	Membership fees	\$295.00
	Funding - federal	\$0.00
	Funding - provincial (BC Gaming)	\$0.00
	Funding - regional district	\$0.00
	Funding - municipal	\$0.00
	Other income - Grants, donations	\$33,863.77
	GST/PST rebate	\$480.54
	Transfer from Term Deposit (Aug 9)	\$5,760.11
	<i>Total income</i>	\$40,399.42
Expenses		
	Ads and Marketing	\$2,372.08
	Banking and PayPal	\$7.40
	BA Coordinator	\$24,499.67
	Dues - Societies Act of BC	\$40.00
	Insurance - liability & Directors and Officers	\$1,300.00
	Phone	\$918.40
	Postage & PO Box fee	\$170.10
	Supplies	\$79.19
	Vehicle expenses for coordinator	\$236.96
	Workers compensation	\$28.27
	Other expenses	\$3,404.83
	<i>Total expenses</i>	\$33,056.90
	Total amount left in chequing accounts	\$28,763.49
4 Funds in PayPal account		
	<i>Expressed as the amount we will receive after their processing fee</i>	\$19.38
	Summary of our cash holdings as of February 10, 2017	
	1. Rev CU Shares account	\$33.26
	2. Term deposit	\$15,000.00
	3. Chequing accounts, combined total	\$28,763.49
	5 PayPal account	\$19.38
		\$43,816.13

2018 Proposed Budget – Revelstoke Bear Aware Society		DRAFT	
Anticipated income for 2018			
Funding Sources	Funding Wishlist		In-kind contributions
Membership Fees and Donations	\$200.00		
Investment income	\$150.00		
Funding- Federal Source	\$0.00		
Funding- Provincial Source	\$0.00		
Funding- Municipal	\$0.00		
Funding- Other Sources:			
BC Gaming			
Lush Cosmetics	\$8,000.00		
Bresco Industries	\$1,200.00		
CBT Community Initiatives Program	\$10,000.00		
CBT Environmental Program	\$19,000.00		
Telus	\$5,000.00		
Revelstoke Community Foundation	\$2,300.00		
FWCP	\$1,000.00		
other funding sources			
In Kind:			
City of Revelstoke			\$421.00
Google Adwords and Email			\$2,000.00
Parks Canada			\$500.00
Local Media Support			\$500.00
Volunteer contributions			\$4,500.00
Totals	\$46,850.00		\$7,921.00
Anticipated expenses for 2018			
Items	Details	Cash portion	In-kind portion
BA Coordinator - contractor fee	20 weeks @ 20 hr/week @ \$26.00/hour and 32 weeks @ 20 hr/week @ \$26.50/hour	\$27,360.00	
Gleaning Coordinator - contractor fee	130 hours @ \$25.00/hr	\$3,250.00	
Volunteer support	Financial records & bookkeeping, society members support, fruit gleaning, garbage tagging.		\$4,500.00
Education and promotion supplies	Educational materials, posters, exhibit updates, post cards, mailers, stickers, etc	\$3,000.00	
Ads & Promotion	Newspaper, TV, and radio ads	\$1,000.00	\$500.00
Photocopying, printing, board room	Printed materials for school presentations, gleaning program (waivers), membership forms, festivals, year end report, Bear Smart documents.	\$0.00	\$500.00
Insurance	\$2 million liability, director and officer's insurance	\$1,500.00	
Postage and PO Box	Includes cost of PO Box and stamps	\$175.00	
Phone	RBAS Cell Phone	\$850.00	
Room rentals	for Community Centre meetings	\$40.00	\$225.75
Coordinator Training	Unknown at present	\$100.00	
Workshops	Fruit tree pruning, electric fencing	\$150.00	
Web site	Server space, domain registration	\$200.00	
Dues & Workers Comp	Societies Act of BC, Chamber of Commerce membership	\$100.00	
Travel & mileage	Mileage at \$.52/km	\$920.00	
Bank Charges etc.		\$0.00	
Email		\$0.00	\$120.00
Totals		\$38,645.00	\$5,845.75