



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

April 11, 2019

6:30 - 8:30 pm

Revelstoke Community Centre, Macpherson Room

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1. **Introductions** of current Directors, our Community Coordinator, Gleaning Coordinator, community partners, and all others in the room.
2. **Additions to Agenda**
3. **Approval of Agenda**
4. **Adopt minutes of our AGM held on March 15, 2018** (see page 4)
5. **Financial Report for 2018**  
Financial summary is included (see page 11).  
Reviewed by Kari Martin, our Treasurer.  
Thank you to the Columbia Basin Trust, LUSH Cosmetics, Revelstoke Community Foundation, Bresco Industries, Revelstoke Credit Union, the City of Revelstoke, Parks Canada, Monashee Craft Distillery, Williamson Lake Campground and Loki Tree Services.
6. **Overview of RBAS activities in 2018**  
Presented by Jackie Morris, President, based on our 2018 Annual report. The Annual Report can be viewed on our website at: <https://revelstokebearaware.org/wp-content/uploads/RBAS-Annual-Report-2018.pdf>
7. **What's being planned for 2019**  
Presented by RBAS Community Coordinator, Maggie Spizzirri  
  
*2019 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.
  - Launch a bear resistant storage bin cost share program in partnership with Revelstoke Home Hardware. Residents will receive \$300 off Tydee Bin bear resistant storage bins.
  - Launch an education initiative for new and short term renters of Revelstoke.

### 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.
- Launch the online application so that gleaners and people with excess fruit can connect independently of the Gleaning Program - [www.revelstokefruitshare.org](http://www.revelstokefruitshare.org)
- 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.
- Continue and build upon the partnerships with Community Connections Food Bank and Food Connect program, Monashee Craft Distillery and the Revelstoke Local Food Initiative to improve the Gleaning Project.

### Education

- Implementation of Bear Necessities Workshops and bear awareness event.
- 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.
- Update the human-bear conflict management plan and map.
- Fundraising throughout the year for new opportunities.

## **8. Changes to membership fee structure**

Individual: \$10

Family: \$20

Corporate: \$50

Individual Lifetime: \$20

Family Lifetime: \$40

Corporate Lifetime: \$100

Previously no lifetime membership were available.

Discussion about the change to the membership structure?

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:

- Jackie Morris
- Sue Davies
- Kari Martin
- Liane Dorrius

This leaves 4 Director positions open for our Board.

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

- Steve Kent
- Lisa Longinotto

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: May 9, 2019 at 6:30pm in the Revelstoke Credit Union Insurance Boardroom



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

March 15, 2018

6:30 - 8:30 pm

Revelstoke Community Centre, Macpherson Room

This meeting began at 6:30 p.m. The meeting was chaired by Jackie Morris and minutes were taken by Maggie Spizzirri.

### In attendance:

Jackie Morris	Cheryl Fry
Steve Kent	Kari Martin
Lisa Longinotto	Liane Dorrius
Brett Renaud, Bresco Industries	Maggie Spizzirri
Ingrid Boaz	Jake Sherman, Times Review
Ray, Parks Canada	Donna Naperstak

### Call to Order: 6:44pm

- 1. Introductions** of current Directors, our Community Coordinator, and others in the room.
- 2. Additions to Agenda**  
Sandman Hotel interested in volunteering as part of the Gleaning Program. And providing non-profit room rates for all Sandman Hotels
- 3. Approval of Agenda**  
Lisa motions to adopt agenda of RBAS AGM meeting 15<sup>th</sup> March 2018.  
Second Kari  
Carried
- 4. Adopt minutes of our AGM held on April 20, 2017** (see page 8)  
Cheryl motions to adopt minutes of RBAS AGM meeting 20<sup>th</sup> April 2017.  
Second Lisa  
Carried
- 5. Financial Report for 2017**  
Financial summary is included (see page 11).  
Reviewed by Kari Martin, our Treasurer in 2017.

The one page summary of our 2017 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 \$36,420.97. We ended the year with just under \$43,763.49.

Our expenses for the year totalled \$33,056.90. As usual, our largest expense was fees for our contractor, (our Community Coordinator), to carry out our program.

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 \$40,399. We are grateful for these agencies and businesses that supported us with cash:

- Bresco Industries
- Columbia Basin Trust Community Initiatives Program
- Columbia Basin Trust Small Grants
- LUSH Cosmetics
- Revelstoke Community Foundation
- Revelstoke Credit Union
- FortisBC
- 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-2017.pdf>).

We have a term deposit with the Revelstoke Credit Union for the amount of about \$15,000, 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. A small transfer of our term deposit in anticipation of an upcoming project.

Jackie motions to approve the Treasurers report  
Second Steve  
Carried

## 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>

Revelstoke Bear Aware is a community education program. Our goal is to keep our bears wild and our community safe.

We've begun to do more than just educate. We want people to know bears come to town because of attractants, to know what they can do to reduce their attractants, and then to actually do what it takes to remove their attractants.

We know that garbage and fruit are the two main bear attractants in our town, so we have these topics as our main focus, and we work on several fronts to lessen conflicts with bears.

In 2017 the first reported bear sighting was on April 24, and the last was on December 16. There were only 4 bears killed in our community last year. Why? Partly it was the berry crop and availability of natural foods out in the forest, but we think the 24 dead bears in 2016 made people sit up and take notice.

- The City set a good example by installing bear-proof garbage cans downtown and in parks, and they added the "Wildlife Attractants" section to the garbage bylaw.
- BC Conservation Officers conducted audits in town, so citizens and businesses had a tune-up on reducing bear attractants.

Revelstoke Bear Aware delivered 22 presentations, contributed to 3 City Council meetings, and attended 10 public events. We also held workshops about pruning fruit trees and electric fencing, and we hosted a speaker on grizzly bear management. Through these events we reached a total 1,350 people. Some of the other ways we got our message out were going door-to-door in problem neighbourhoods, and through Facebook, local media, and the yellow Bear in Area signs.

Our Annual Report for 2018 has all the details of our program. You can find that at our website: <http://revelstokebearaware.org/about-us/documents/>

**Keeping our bears wild and our community safe really has been a community effort.** I'd like to thank our Directors for 2017:

- Sue Davies, Vice-President
- Kari Martin, Treasurer
- Cheryl Fry, Secretary
- Steve Kent, Director
- Lisa Longinotto, Director

and our Community Coordinator, Maggie Spizzirri.

Other community partners that we work with are:

- City of Revelstoke
- BC Conservation Service
- Parks Canada
- Columbia Shuswap Regional District

We've worked with local agencies such as the Local Food Initiatives, the Food Bank, and local farmers who have accepted excess fruit as livestock feed.

Businesses have supported us too, for example local media that have put our information out, and Loki Tree Services has presented our fruit tree pruning course at no charge.

We've had help from over 40 volunteers, with everything from fruit picking to helping with door-to-door visits in problem neighbourhoods.

Our financial supporters have included

- Columbia Basin Trust
- Revelstoke Community Foundation
- Lush Cosmetics
- Revelstoke Credit Union,
- Bresco Industries,
- Fortis BC
- City of Revelstoke
- Parks Canada
- Williamson Lake Campground
- Okanagan Library
- and, the students of Arrow Heights School gave us \$250!!!

That big list of thank you's is not complete; you'd have to see our Annual Report for the entire list. *But we are definitely supported by our community*, and we are very glad that so many people care about bears.

## **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.

Jackie motions to approve the new RBAS Constitution.  
Second Lisa  
Carried

## **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.

Lisa nominates Jackie as Director. Jackie accepts nomination.

Kari nominates Cheryl as Director. Cheryl accepts nomination.

Jackie nominates Sue as Director. Sue accepts nomination.

Lisa nominates Kari as Director. Kari accepts nomination.

Cheryl nominates Liane as Director. Liane accepts nomination.

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.

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

Vice president: Kari nominates Sue, seconded by Jackie. 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: Lisa nominates Kari, seconded by Steve.  
Treasurer. Since we have only one nominee, Kari is acclaimed as our president.

Secretary: Jackie nominates Cheryl, seconded by Kari. 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. Round table discussion to catch final thoughts, questions, and suggestions.

Sandman looking to have employees come together to go and pick fruit.

Discussion about removal of fruit tree if not being in use.

Program for replacement tree - Forestry provides trees? Talk to Track Street Growers about growing trees for this?

Stickers on bins as a reminder to store your garbage inside

Products for purchase - Partner with Love Making Designs and their bear prints?

Increase door to door visits

## 12. Adjournment: 7:40

Lisa motions to adjourn the meeting.

Second Kari

Carried

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

## Revelstoke Bear Aware Society - 2018

As of December 31, 2018

### 1 Shares account

Shares account, January 1, 2018	\$33.26
Shareholder dividend February 1, 2018	\$0.33
<b>Total in Shares account</b>	<b>\$33.59</b>

### 2 Term deposit

2 year redeemable 1.10%, matures Feb 7, 2019	\$15,000.00
interest as of Feb 7, 2018	\$197.22
<b>Total in Term Deposit</b>	<b>\$15,197.22</b>

### 3 Chequing Accounts

amount in Gaming account at start of year	\$0.00
amount in Organization chequing at start of year	\$28,763.49
<i>Total in both chequing accounts at start of 2018</i>	<b>\$28,763.49</b>
<b>Income</b>	
Membership income	\$125.00
Funding - Gov't sources	\$0.00
Funding - Grants	\$35,292.00
Donations	\$1,450.00
Other income	\$697.87
<i>Total income</i>	<b>\$37,564.87</b>
<b>Expenses</b>	
Ads and Marketing	\$4,011.90
Banking and PayPal	\$3.68
Bear Bin Cost Share	\$3,600.00
Contractor - Coordinator	\$27,313.39
Contractor - Gleaning	\$2,311.25
Dues	\$134.63
Insurance - liability & Directors and Officers	\$1,326.95
Phone	\$819.17
Supplies	\$526.02
Vehicle expenses - coordinator	\$346.94
Vehicle expenses - gleaning	\$261.82
Website-Fruitshare	\$3,463.95
Other expenses	\$31.50
<i>Total expenses</i>	<b>\$44,151.20</b>
<b>Total amount left in chequing accounts</b>	<b>\$22,177.17</b>

### 4 Funds in PayPal account

Expressed as the amount we will receive after their processing fee **\$0.00**

Summary of our cash holdings	
1. Rev CU Shares account	\$33.59
2. Term deposit	\$15,197.22
3. Chequing accounts, combined total	\$22,177.17
5 PayPal account	\$0.00
	<b>\$37,407.98</b>

<b>2019 Proposed Budget – Revelstoke Bear Aware Society</b>		<b>DRAFT</b>	
<b>Anticipated income for 2019</b>			
<b>Funding Sources</b>	<b>Funding Wishlist</b>	<b>In-kind contributions</b>	
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:			
CBT Environmental Program	\$20,000.00		
CBT Community Initiatives Program	\$8,000.00		
Lush Cosmetics	\$8,000.00		
Waste Management	\$1,200.00		
Revelstoke Credit Union	\$500.00		
Revelstoke Community Foundation	\$2,500.00		
FWCP	\$1,000.00		
Vancouver Foundation	\$2,000.00		
BC Gaming			
other funding sources			
<b>In Kind:</b>			
City of Revelstoke		\$433.00	
Google Adwords and Email		\$120.00	
Parks Canada		\$500.00	
Local Media Support		\$500.00	
Volunteer contributions		\$4,500.00	
<b>Totals</b>	<b>\$43,550.00</b>	<b>\$6,053.00</b>	
<b>Anticipated expenses for 2019</b>			
<b>Items</b>	<b>Details</b>	<b>Cash portion</b>	<b>In-kind portion</b>
BA Coordinator - contractor fee	52 weeks @ 20 hr/week @ \$26.50/hour	\$27,560.00	
Gleaning Coordinator - contractor fee	150 hours @ \$25.00/hr	\$3,750.00	
Bear Awareness Event			
Volunteer support	Financial records & bookkeeping, society members support, fruit gleaning, garbage tagging.		\$4,500.00
Education and supplies	Posters (gleaning and bins), gleaning picking poles, T-Shirts and/or jackets, update display booth images, bear-in-area signs, etc	\$1,000.00	
Ads & Promotion	Newspaper, online, and radio ads	\$3,000.00	\$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	\$540.00	
Room rentals	For Community Centre meetings	\$40.00	\$225.75
Workshops	Fruit tree pruning, electric fencing	\$150.00	\$150.00
Web site	Server space, domain registration for <a href="http://revelstokebearaware.org">revelstokebearaware.org</a> and <a href="http://revelstokefruitshare.org">revelstokefruitshare.org</a>	\$400.00	
Dues & Workers Comp	Societies Act of BC, Chamber of Commerce membership	\$100.00	
Travel & mileage	Mileage at \$.52/km	\$800.00	
Update Bear Hazard Assessment plan and map		\$2,000.00	
Email		\$0.00	\$120.00
Cost Share Program - Bear Bins		\$6,000.00	
Cost Share Program - Fruit Tree Removal		\$1,000.00	
<b>Totals</b>		<b>\$48,015.00</b>	<b>\$5,995.75</b>