

Rocky Point Bird Observatory Society

Annual General Meeting

March 31, 2016

Fraser Building, Rm 159, University of Victoria

Convened at 19:04

- 1) Approval of the Agenda. Moved by Andrew Harcombe. Seconded by Acacia Spencer-Hills. APPROVED.
- 2) Approval of the 2015 AGM Minutes. Moved by Michael Simmons, Seconded by Cheryl Mackie. APPROVED.
- 3) President's Report. Moved by Andrew Harcombe. Seconded by Daniel Donnecke. APPROVED
 - a) The Staff for 2015
 - i) BICs: Brian Pomfret and Rick Shortinghuis
 - ii) Interns: Rebecca Clarke-Coates and Jeff Costa
 - iii) Owl banding: Christian Kelly and Katie McCreesh
 - iv) Executive Director: Judith Toms
 - v) Andrea Neumann continues as Education Coordinator and Interim Executive Director
 - b) Fall Migration: 21st season, 2 sites, 180 species recorded, 6014 individuals of 70 species banded
 - c) MAPS 2015: 2 sites (Madrona Farm and Witty's Lagoon), 638 birds banded, 104 recaptures, June 1-Aug 5. 2016 MAPS will continue at these locations
 - d) Northern Saw-Whet Owls: Over 1,200 owls banded at 2 sites (Rocky Point and Pedder Bay), Pedder Bay served as great opportunity for public participation
 - e) Hummingbird project continues
 - f) Education and Outreach: Hiring of Education Coordinator/expansion of education programs
 - g) Annual Banding Workshop was successful last weekend and sold-out
 - h) Research
 - i) 2015 interns are preparing research papers on passerine migration
 - ii) Creation of research template
 - iii) Production of Bird Call Guide
 - iv) Interested in starting Sea Watch program
 - i) Volunteers contributed over 10,000 hours in 2015
 - j) Lifetime Membership List (based on over 1,000 hours volunteering at RPBO): Ann Nightingale, Ann Scarfe, Mike Motek, Jo Motek, Marilyn Lambert, Mike McGrenere, Ian Cruickshank, Rick Shortinghuis, and Jessie Fanucchi
 - k) The Board of Directors
 - i) Directors leaving: Ann Nightingale, Jessie Fanucchi, Donna Ross, Acacia Spencer-Hills, Penny Lancaster
 - ii) Remaining directors still standing: Andrew Harcombe, Kim Beardmore, Gail Harcombe, John Costello, Alison Moran, Mary Jo Motek, Michael Motek, Ann Scarfe, Michael Simmons, Daniel Donnecke, Wallis Moore Reid, Mary Catherine Reader, and Heather Crampton
 - l) New for 2016
 - i) Funding source for interns eliminated; will be hiring assistant banders instead
 - ii) Weekly blog to be initiated
 - iii) Increased volunteer training
 - iv) New Bander-in-Charge
 - v) Banders will now be employees rather than contractors

- vi) Membership cards are being sent out upon renewal/activation
- 4) Treasurer's Report (Attachment). Moved by Gail Harcombe. Seconded by Wallis Moore Reid.
APPROVED
 - a) Net income for 2015 was \$26,828
 - b) At year's end, assets total \$114,744
- 5) Election of Directors. Ann Nightingale lead proceedings
 - a) Thirteen current board members have indicated their willingness to remain on the board (as listed in Section 3.k.ii)
 - b) Nominations from the floor: Jannaca Chick. All in favour. APPROVED
- 6) Call for adjournment by Andrew Harcombe. Seconded by Heather Crampton. APPROVED. Meeting adjourned at 19:43

Break, followed by Ann Nightingale's presentation, "A Very Big Year"

Rocky Point Bird Observatory
Statement of Financial Position
As of 31 December 2015

	31 Dec 15	31 Dec 14
ASSETS		
Current Assets		
Chequing/Savings		
11110 · Coast Capital CU	5,513.80	5,512.53
11120 · Island Savings CU - General	58,111.88	22,850.84
11130 · Island Savings CU - Events	379.63	8,376.64
11150 · Island Savings CU Savings Acct	46,166.03	45,796.29
11160 · PayPal	4,573.58	4,381.43
Total Chequing/Savings	114,744.92	86,917.73
Other Current Assets		
12001 · Undeposited Funds	0.00	3,200.00
Total Other Current Assets	0.00	3,200.00
Total Current Assets	114,744.92	90,117.73
Other Assets		
18600 · Other Assets		
18610 · Member Shares	10.00	10.00
Total 18600 · Other Assets	10.00	10.00
Total Other Assets	10.00	10.00
TOTAL ASSETS	114,754.92	90,127.73
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 · Accounts Payable	438.00	1,688.02
Total Accounts Payable	438.00	1,688.02
Other Current Liabilities		
25500 · GST/HST Payable	-2,481.57	-1,530.03
Total Other Current Liabilities	-2,481.57	-1,530.03
Total Current Liabilities	-2,043.57	157.99
Total Liabilities	-2,043.57	157.99
Equity		
30000 · Opening Balance Equity	60,334.74	60,334.74
32000 · Unrestricted Net Assets	29,635.00	1,289.38
Net Income	26,828.75	28,345.62
Total Equity	116,798.49	89,969.74
TOTAL LIABILITIES & EQUITY	114,754.92	90,127.73

Rocky Point Bird Observatory
Statement of Revenues and Expenses
Year ending 31 December 2015

	<u>Jan - Dec 15</u>
REVENUES	
Donations (includes in kind, e.g., mileage)	24,763.00
Specified Grants	85,165.88
Interest Income	428.75
Membership dues	2,835.00
Other revenue	2,560.61
Revenues from fundraising	9,483.00
Total Revenue	<u>125,236.22</u>
EXPENSES (not including GST paid)	
Bank Service Charges	238.83
Business Licenses and Permits	25.00
Office Supplies	287.92
Education program expenses (not including professional fees)	813.22
Raptor Workshop (workshop instructor honorarium)	2,200.00
Insurance and fees	1,426.95
Lab fees	200.00
Volunteer Orientation	146.13
Volunteer Recognition	545.70
Banding Workshop 2015	1,960.71
RPBO AGM	10.51
Staff Development	146.75
Mileage Reimbursement (\$ value of in kind donation)	15,074.08
Fundraising Expenses	1,165.51
Migration monitoring (not including professional fees)	6,345.80
Other Types of Expenses	292.87
Payroll Expenses (for Interns)	3,608.14
Professional Fees (total of fees listed below)	61,372.35
Fall Migration 2015 - Rocky Point	14,120.00
Owl Banding (includes \$2400 for 2014 Owl BIC and \$ for two 2015 Owl BICs)	6,950.00
Fall migration 2015 - Pedder Bay	9,600.00
Exec Dir	12,155.00
2015/2016 Interns	15,214.64
MAPS 2015	1,680.00
Lead Educator	2,247.00
Professional Fees - 2014/2015 Interns	1,852.71
Utilities (mailbox rental)	200.00
Total Expense	<u>98,407.47</u>
EXCESS OF REVENUES OVER EXPENSES	<u>26,828.75</u>

Rocky Point Bird Observatory
Statement of Financial Income and Expense
Year ending 31 December 2015

	<u>TOTAL</u>
Income	
43770 · Spec. gift from oth reg. char.	2,042.50
43780 · Tax-receipted gifts	
43781 · In-kind Income - General	728.59
43782 · In-kind donation - Mileage	15,074.08
43784 · Specified Donation	409.95
43780 · Tax-receipted gifts - Other	<u>6,507.88</u>
Total 43780 · Tax-receipted gifts	22,720.50
43790 · Specified Grants	85,165.86
70200 · Interest Income	428.75
70700 · Memb, dues and fees (non-rec'd)	2,835.00
70800 · Other revenue	2,560.61
71100 · Rev. from fundraisers	
71120 · RPBO raffle	1,665.00
71150 · Banding Workshop 2015	6,230.00
71220 · Raptor ID Workshop	560.00
71100 · Rev. from fundraiser - Other	<u>1,028.00</u>
Total 71100 · Rev. from fundraisers	<u>9,483.00</u>
Total Income	<u>125,236.22</u>
Gross Profit	<u>125,236.22</u>
Expense	
Reconciliation Discrepancies	-20.48
60400 · Bank Service Charges	259.31
61000 · Business Licenses and Permits	25.00
64900 · Office Supplies	287.92
65100 · Other Types of Expenses	
65110 · Education program expenses	
65111 · Professional Fees Lead Educator	2,247.00
65112 · IMBD	269.19
65113 · Workshop Instructor	2,200.00
65110 · Education program expenses - Other	<u>544.03</u>
Total 65110 · Education program expenses	5,260.22
65120 · Insurance and fees	1,428.95
65130 · Lab fees	200.00
65140 · Volunteer Orientation	146.13
65141 · Volunteer Recognition	545.70
65150 · Banding Workshop 2015	1,960.71
65160 · RPBO AGM	10.51
65170 · Staff Development	146.75
65171 · Mileage Reimbursement	15,074.08
65180 · Fundraising Expenses	1,165.51

	TOTAL
65190 - Migration monitoring	
65191 - MAPS expenses	7.70
65192 - Owls	376.84
65190 - Migration monitoring - Other	<u>5,961.26</u>
Total 65190 - Migration monitoring	6,345.80
65100 - Other Types of Expenses - Other	<u>292.87</u>
Total 65100 - Other Types of Expenses	32,575.23
66000 - Payroll Expenses	3,608.14
66700 - Professional Fees	
66710 - Fall Migration - Rocky Point	14,120.00
66720 - Owl Banding	6,950.00
66750 - Fall migration - Pedder Bay	9,600.00
66760 - Professional Fees - Exec Dir	12,155.00
66770 - Professional Fees - Interns	15,214.64
66780 - MAPS 2015	1,680.00
66700 - Professional Fees - Other	<u>1,652.71</u>
Total 66700 - Professional Fees	61,372.35
68600 - Utilities (mailbox)	<u>200.00</u>
Total Expense	<u>98,407.47</u>
Net Ordinary Income	<u>26,828.75</u>
Net Income	<u><u>26,828.75</u></u>

NOTES to Financial Statements

1. Rocky Point Bird Observatory Society (RPBO) is a local organization whose operations are chiefly carried out in the region of Southern Vancouver Island. The purpose of the Society is generally to contribute to conservation of migratory birds in western North America through monitoring, research and public education, and to work with other societies and like bodies having interests in common with this Society, within and beyond the Province of British Columbia.
2. Volunteers contribute thousands of hours per year to assist Rocky Point Bird Observatory in carrying out its activities. Because of the difficulty in determining their fair value, contributed efforts are not recognized in the financial statements.
3. Statement of Financial Position
 - Liabilities & Equity – Accounts payable of \$438.00 are expenses incurred prior to 2015 and not paid in 2015.
 - GST/HST Payable – once claim is processed, anticipate rebate of 50% of amount listed, i.e., \$1240.
4. Statement of Revenues and Expenses
 - Expenses listed in this statement do not include GST paid. Actual total expenses are \$2481 higher than shown. See note above re rebate expected.
5. Statement of Financial Income and Expenses (detailed)
 - 43790 Specified Grants
 - Granting agencies include Canada Helps \$200; Canadian Wildlife Service \$6000; Environment Canada \$24,477; Joan Outerbridge Charitable Fund 30,000; Public Employees Community Service Fund \$295; Sobeys's Group Inc (Thrifty's) \$2643; Victoria Foundation \$21,515; United Way \$235.
 - 70800 – Other Revenue
 - Includes revenue from sale of T-shirts and Pyle guides, general book sales, donations under \$20, and fees for professional services signed back to RPBO.
 - 65190 Migration monitoring – Other and 65100 Other Types of Expenses – Other
 - Include such items as domain name renewal, trailer repair and maintenance, signage and equipment for the banding stations, including mist nets.

31 March 2016
Gail Harcombe, Treasurer