



# MINUTES

## RPBO Annual General Meeting

Thursday, April 10, 2025, at 7 pm (19:00)

in-person at Cedar Room, Saanich Commonwealth Place  
virtual meeting on Zoom

### Attendance:

- 42 people in person - 38 members and 4 non-members
- 10 members online

### 1. Welcome & Land Acknowledgement

*Report presentation given by President Rosa Munzer.*

Welcome. I am honoured to speak with you today from the traditional territories of the lək'wəḡən People, also known as the Esquimalt and Songhees Nations.

### 2. Approval of 2025 AGM Agenda

*MOTION: Acceptance of the 2025 AGM Agenda*

*Brought by Jennifer Armstrong. Seconded by Kim Beardmore. All in Favour. None opposed. Motion carried.*

### 3. Approval of 2024 AGM Minutes

*MOTION: Acceptance of the 2024 AGM Minutes*

*Brought by Jennifer Armstrong. Seconded by Andrew Harcombe. All in Favour. None opposed. Motion carried.*

### 4. President's Report

*Presentation given by Rosa Munzer*

1. A review of history and present day accomplishments
2. Volunteer Appreciation
3. Board of Directors and Staff of 2024

Rosa Munzer - President

Terry Bird - Vice President

Jennifer Armstrong - Secretary

Gail Harcombe - Treasurer

Andrew Harcombe - Past President

Directors:

Mark Byrne

Robyn Byrne

Jannaca Chick

Daniel Donnecke

Simone Littledale

Ann Nightingale

Cathy Reader

Liam Seward-Ragan

Staff:

Gaylia Lassner - Development Director

Leesa Watson - Administrator

Ashlea Veldhoen - Lead Educator

4. Banding Crew for 2024

David Bell - Bander-in-Charge, Migration

Emma Radziul - Bander, Migration

Gaelin Armstrong- Intern Bander

Mark Byrne - Bander, Owls

Evan Lewis- Bander, Migration

Heather Tocher - Intern Bander

Jannaca Chick - Bander, MAPS & Owls

Mara Hanneson - Bander, Migration

Evan Larson - Intern Bander

5. Recognition to the Department of National Defence, Oak Bay Marine Group, Power to Be, and The Capital Regional District for providing homes for our work.
6. Recognition of 2024 Grantors, Donations, and In-kind supporters

## 5. Review of Program Activities and Achievements

*Report presentation given by Vice President Terry Bird*

1. A review of Fall Migration
2. A review of MAPS
3. A review of Nocturnal Owls
4. Research
5. Education & Outreach

## 6. Treasurer's Report

*Report presentation given by Treasurer Gail Harcombe. (full report Appendix A)*

**MOTION: Acceptance of the 2024 Financials**

*Brought by Gail Harcombe. Seconded by Daniel Donneck. All in Favour. None opposed. Motion carried.*

## 7. Elections to Board of Directors

**MOTION: To elect Rosa Munzer, Terry Bird, Liam Seward-Ragan, Dan Burgin and Johnny Caron as Directors of the Board.**

*Brought by Andrew Harcombe. Presented to Membership. Seconded by Mike Motek, member. All in Favour. None opposed. Motion carried.*

*2025 Board of Directors will include Mark Byrne, Robyn Byrne, Ann Nightingale, Jannaca Chick, Andrew Harcombe, Simone Littledale, Rosa Munzer, Terry Bird, Liam Seward-Ragan, Dan Burgin and Johnny Caron.*

## 8. Distinguished Service Award

*Presentation made by President Rosa Munzer to Gail Harcombe, for 14 years of service.*

## 9. Volunteer Awards

*Presentation of Volunteer Patches made by Volunteer Coordinator Robyn Byrne.*

*Recipients were:*

**250+ Hours Patches:** *Rebeca Dunn-Krahn, Kristine Heilmann, Liam Seward-Ragan*

**500+ Hours Patches:** *Martha Burd, Melissa Anderson, Mark Walker, Carolyn Pullman, Deanna Ferguson, Tamara Wolowicz, Rosa Munzer,*

**1000+ Hours Patches:** Andrew Harcombe, Anne Cotter, Cheryl Mackie, Rick Hardy, Sharon Godkin, Storm Morgan.

**New Lifetime Members:** Anne Cotter, Storm Morgan, Rick Hardy, Cheryl Mackie

10. **Adjournment** at 8:25 pm

--- Intermission - 15 minutes ----

“Seabirds of the Salish Sea” - Presentation by Daniel Donneck

New Board Photo

DRAFT

## === APPENDIX A - full Treasurer's Report 10 April 2025 ===

### **2024 Year-end Financial Report for Rocky Point Bird Observatory Society.**

I want to begin by thanking all of you for your amazing support in 2024. Through your financial gifts and volunteering - you helped us to increase awareness of the need for conservation of birds and their habitats. THANK YOU! Copies of the Financial Report and our annual report are available on request. Both give us a picture of our assets as of 31 Dec 2024 and the changes in income and expenses for that year, so I am just going to talk about a few highlights rather going over either of the reports page by page.

#### Statement of Financial Position 31 December 2024

This slide shows us a snapshot of what was in the bank as of 31 December 2024.

Term deposits *include short-term investments (bank term deposits) and the market value of the RPBO Endowment Fund managed by the Victoria Foundation.*

We include the market value of the Endowment fund as an asset because each year, a percentage of the annual earnings of the Fund is disbursed to RPBO to be used to support ornithological studies and activities. RPBO hopes to increase the capital of the Fund over time, which would in turn, increase the annual disbursements.

In 2024, we cashed out one of the term deposits (for equipment), retaining just the acquisition fund term deposit.

- The General fund is primarily unrestricted – these funds are available to us for administration and overhead like insurance, and unexpected expenses.
- The Projects Fund is comprised of externally restricted funds (use specified by the granting agency or donor) and internally restricted funds (use specified by the Board of Directors). The Project Fund is for expenses such as salaries, equipment, research, education and outreach program costs. The carry over is almost all earmarked for use in 2025, so we will be busy!

We finished the year with net assets (equity) of \$239,553, an increase of \$34,629 over last year.

#### Changes in Net Assets

Changes in Net Assets are a record of what happened during 2024 and do not include any carry over funds. It shows only what we received and spent in that one year. Something to keep in mind when comparing revenues between years is that some years, we sometimes receive grants very late in the year. They are recorded in the year they are received, but all or a portion of the funding is for use in the following year – in this case, received in 2024 for use in 2025.

*In-kind support includes contribution of mileage reimbursement and donation of the cost of goods and services such as website hosting. Tax receipts are issued for these donations.*

*Volunteer labour – The amazing people who volunteered with RPBO contributed over \$286,000 worth of hours! Thank you to all of you!*

Project expenses include all our projects and programs.

## **CHANGES IN INCOME**

Revenues in 2024 were higher than in 2023 in all areas. Partly due to funds to be used in 2025, but primarily due to a big increase in donations (several very substantial specified gifts) and in-kind support. This shows the strong community support we have. We are SO grateful for that support!

## **CHANGES IN EXPENSES**

Overall expenses also increased this year, in part due to increased rates of pay for employees and contractors.

## **Revenue Sources 2024**

### **Where does our funding come from?**

- 1) Grants, donations, fundraising, sales of goods and services, and in-kind support.
- 2) Grants include federal and provincial grants, foundations, trusts, businesses, other registered charities, and federated campaigns, among them:

*1% For The Planet*

*1% For The Planet Pass-Through Fund  
through the Victoria Foundation*

*BC Naturalists' Foundation and BC Nature  
Birds Canada*

*CanadaHelps Cause Fund*

*Canadian Wildlife Service, Environment and Climate Change Canada*

*Capital Regional District*

*District of Saanich*

*Eagle Wing Tours*

*Eco Canada*

*Government of Canada: New Horizons for Seniors*

*Greater Victoria Naturehood*

*Habitat Conservation Trust Foundation*

*IslandHosting.com*

*Islandnet.com*

*Nature Canada*

*Nature Victoria (Victoria Natural History Society)*

*Pacific School of Innovation and Inquiry*

*PayPal Giving Fund Canada*

*Power To Be Adventure Therapy Society*

*Province of British Columbia (Community Gaming grant)*

*Provincial Employees Community Services Fund*

*Rocky Point Bird Observatory Fund through the Victoria Foundation*

*The Soap Exchange*

*Wild Birds Unlimited Victoria*

- 3) Donations/membership and in-kind support

- Donors were very generous, with large gifts going to fund our new Science Program Manager

position and to augment our property acquisition/management efforts. We are fortunate to have an increasing number of monthly donors, which is very helpful in our financial planning

- In kind donations make up more than 50% of our revenue!
- Fundraising, sales of goods & services and other include revenues from surveys, course registrations, sales of Art Bird Cards, garage sales, and cash donations under \$20.

### **How do we spend our funds?**

Our 2024 expenses are divided into projects, administration/fundraising expenses, and in-kind expenses.

Almost all in-kind expenses were applicable to projects, so if you add those to projects, project expenses account for just shy of 90% of our overall expenses.

### **TOTAL PROJECT COSTS were close to \$170,000**

- Fall migration – in first place, our 3 months of daily songbird monitoring – by far the biggest portion of the costs (at 54%)
- Education and Outreach – slightly more than last year, at 19%
- RESEARCH slipped to third spot – (17%)
- Owl monitoring comes in fourth at 8% - slightly less than last year, and
- MAPS was once again 2% (virtually all of it contractor fees for our bander and the final report).

Thank you all so much for your continuing support. This strong community support and the hard work of the Board of Directors, staff and volunteers enabled us to complete projects on time and on budget, resulting in RPBO ending the year in a reasonably healthy financial position.

I move that the 2024 Year-end Financial Report be accepted.