

# MINUTES

## WildResearch Annual General Meeting 2014

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**Date:** November 21, 2014

**Location:** 1432 Kingsway, Vancouver

**Time:** 7:00-7:30 PM

**In Attendance:**

*WildResearch Board of Directors:* Christine Rock (Vice-President), Emily McAuley (Treasurer), Elly Knight (Secretary; by Skype), Jay Brogan (Director at Large), Catherine Jardine (Director at Large), Sarah Nathan (Director at Large)

*WildResearch Members:* Mikaela Davis, Courtney Lahue, Pablo Jost, Kala Harris, Leslie Bol, Michael Arbeider, Virginia Noble, Azim Shariff, Melanie Sora, Maja Bjelic, Richard Johnston, Renae Mackas, Lindsay Davidson, Kimberly Gilbert, Alison Porter, Alan McKenzie, Agathe, Lebeau, Eugene Sit, Gwyn Thomas, Alex Dalton, Justin Leung, Sarina Clay-Smith, Andrew Huang, Charlotte Adamson, Karen Gordon, Ian Thomas

**Regrets:** Paul Levesque (President), Mike Boyd (Director at Large)

### 1. WELCOME AND INTRODUCTIONS

- Meeting was called to order at 7:12 PM.

### 2. ADOPTION OF AGENDA

- Edits made to the Slate of Directors.
  - Paul Levesque removed.
  - Elly Knight running for Secretary.
  - Catherine Jardine running for Director at Large.
- Additional item added: Gift to Founding Directors.
- No additions by the floor.

### 3. 2013 AGM MINUTES APPROVAL

- Approval of minutes from July 30, 2015 Directors Meeting available at <http://wildresearch.ca/wp-content/uploads/2014/03/WildResearch-AGM-Minutes-2013.pdf>.

**Motion:** To accept the minutes from the 2013 WildResearch Annual General Meeting

**Moved:** Jay Brogan

**Seconded:** Catherine Jardine

**Decision:** Motion carries unanimously

### 4. PRESIDENT'S REPORT

- Presented by Vice-President Christine Rock.
- Please see Appendix A.

**Motion:** To accept the 2014 President's Report

**Moved:** Emily McAuley

**Seconded:** Catherine Jardine

**Decision:** Motion carries unanimously

### 5. TREASURER'S REPORT

- Presented by Treasurer Emily McAuley.
- Please see Appendix B.

**Motion:** To accept the 2014 Treasurer's Report

**Moved:** Alan McKenzie

**Seconded:** Michael Arbeider

**Decision:** Motion carries unanimously

### 6. IIBO OPERATIONS COMMITTEE REPORT

- Presented by IIBO Operations Committee Secretary Michael Arbeider.
- Please see Appendix C.
- Members invited to express interest in joining the Iona Island Bird Observatory (IIBO) Operations Committee for 2014-2015.
  - Interest expressed by Justin Leung.

**Motion:** To accept the 2014 Iona Island Bird Observatory Operations Committee Report

**Moved:** Agathe Lebeau

**Seconded:** Christine Rock

**Decision:** Motion carries unanimously

## 7. MEMBERS' SERVICES COMMITTEE REPORT

- Presented by Members' Services Committee Secretary Mikaela Davis.
- Please see Appendix D.
- Members invited to express interest in joining the Members' Services Committee for 2014-2015.
  - Interest expressed by Eugene Sit.

**Motion:** To accept the 2014 Members' Services Committee Report

**Moved:** Pablo Jost

**Seconded:** Ian Thomas

**Decision:** Motion carries unanimously

## 8. ELECTIONS

### 8.1. Board of Directors

- The following are WildResearch members in good standing and are nominated for the positions listed on the Board of Directors.
  - President: Christine Rock
  - Vice-President: Jay Brogan
  - Secretary: Elly Knight
  - Director at Large: Catherine Jardine
  - Director at Large: Sarah Nathan
  - Director at Large: Virginia Noble
  - Director at Large: Renae Mackas
  - Director at Large: Michael Arbeider
- The Executive position of Treasurer held by Emily McAuley is a two-year term ending in 2015.
- No other nominations made.

**Motion:** To accept the slate of WildResearch members nominated for Board of Directors into the acclaimed positions

**Moved:** Melanie Sora

**Seconded:** Alan McKenzie

**Decision:** Motion carries with abstention by Christine Rock, Jay Brogan, Elly Knight, Sarah Nathan, Catherine Jardine, Virginia Noble, Renae Mackas, and Michael Arbeider

## 8.2. IBO Operations Committee

- The following are WildResearch members in good standing and are nominated for the positions listed on the Iona Island Bird Observatory Operations Committee.
  - Chair: Ian Thomas
  - Secretary: Michael Arbeider
  - Board Representative: Catherine Jardine
  - Member: Alan McKenzie
  - Member: Andrew Huang
  - Member: Anna Szeitz
  - Member: Jeremiah Kennedy
  - Member: Kimberly Gilbert
  - Member: Melanie Sora
  - Member: Azim Shariff
  - Member: Justin Leung

**Motion:** To accept the slate of WildResearch members nominated for Iona Island Bird Observatory Operations Committee into the acclaimed positions

**Moved:** Virginia Noble

**Seconded:** Sarah Nathan

**Decision:** Motion carries with abstention by Ian Thomas, Michael Arbeider, Catherine Jardine, Alan McKenzie, Andrew Huang, Anna Szeitz, Jeremiah Kennedy, Kimberly Gilbert, Melanie Sora, Azim Shariff, and Justin Leung.

## 8.3. Members' Services Committee

- The following are WildResearch members in good standing and are nominated for the positions listed on the Members' Services Committee.
  - Chair: Virginia Noble
  - Secretary: Mikaela Davis
  - Board Representative: Renae Mackas
  - Member: Courtney Lahue
  - Member: Gwyn Thomas
  - Member: Eugene Sit

**Motion:** To accept the slate of WildResearch members nominated for Members' Services Committee into the acclaimed positions

**Moved:** Ian Thomas

**Seconded:** Sarah Nathan

**Decision:** Motion carries with abstention by Virginia Noble, Mikaela Davis, Renae Mackas, Courtney Lahue, Gwyn Thomas, and Eugene Sit

## 9. GIFT TO FOUNDING DIRECTORS

- New versions of the Sibley Guide to Birds purchased for two founding Board members who are leaving the Board, Paul Levesque and Mike Boyd.
- Membership asked to sign cards for Paul and Mike.

## 10. ADJOURNMENT

**Motion:** To adjourn the 2014 WildResearch Annual General Meeting at 7:29 PM

**Moved:** Christine Rock

**Seconded:** Emily McAuley

**Decision:** Motion carries unanimously

# Appendix A – President’s Report

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## **WildResearch President's Report 2014**

WildResearch has continued to grow in capacity and expand its programs this year. Now in its fifth year, the WildResearch membership has increased to over 250 annual members. In 2014, capacity to provide our members with high quality program and event opportunities continues to be made possible by our hard working Board of eight Directors, our two committees, the Iona Island Bird Observatory Operations Committee and the Members' Services Committee, and our dedicated members that contribute their time and energy to our programs.

This year WildResearch invested in raising its public profile and presence in the community at large. We worked very hard towards designation as a charitable organization after a yearlong review process by the Canadian Revenue agency. Our charitable status gives us the ability to issue tax receipts for donations and to apply for a wider range of funding. WildResearch also entered into a partnership with the Vancouver Airport Fairmont Hotel and Swarovski Optics to provide birding experience packages to guests staying at the Fairmont. In the winter of 2014, WildResearch launched its new website with enhanced content and information on our citizen science programs and research. Kala Harris and website designer, Doug Avery, successfully led the website redevelopment work. All of these endeavors helped to grow the organization and improve our ability to reach a wider audience about WildResearch's mission and goals.

WildResearch's flagship program, Iona Island Bird Observatory (IIBO), has continued its year round operation over the last 12 months. IIBO experienced high volunteer participation and bird capture rates during the 2014 spring and fall migration monitoring programs. During the Spring 2014 Monitoring period, 49 volunteers contributed 1,307 volunteer-hours banding 1,929 new birds of 47 species, and processed an additional 360 previously banded birds. During the 2014 fall migration monitoring program, 71 dedicated volunteers spent a total of 1,065 hours banding 1,768 birds of 46 species, and processing an additional 290 previously banded birds. There were many program highlights at IIBO this year including unusual warblers making their way into our nets; most notable were the Palm Warbler and the Tennessee Warbler, both of which were firsts for the station. Banding demonstrations and educational opportunities were provided to more groups than in past years, including Girl Guides of Canada, Vancouver Young Naturalists Club, a first year UBC Biology class, BCIT's Conservation Biology Class, Fraser Valley University Ecology class, and Thompson Rivers University Terrestrial Invertebrate Biology class. Training provided by experienced members, program leaders, banding assistants and banders-in-charge has resulted in many beginner volunteers rising to intermediate and advanced training levels. Partnerships with academic institutions have also provided additional training opportunities to students who use our ecological data to learn about how to conduct statistical analyses and answer ecological questions. This spring at IIBO, an undergraduate UBC student collected data to establish migratory connectivity (the extent to which populations of birds that overwinter together are also present in the same locations on the breeding grounds) for two sub-species of Yellow-rumped Warbler. We thank 2014 IIBO personnel, Mike Boyd, Paul Levesque, Catherine Jardine, Jeremiah Kennedy, Ian Thomas, Dan Froehlich, Azim Shariff, volunteer coordinator Mikaela Davis, and the Metro Vancouver Regional Parks crew for their role in making IIBO a success.

The BC Nightjar Survey continued in its fifth year of surveys this year. Over the winter, WildResearch Secretary and BC Nightjar Program Director Elly Knight, significantly improved the nightjar survey program by revising the protocol, and expanding the survey routes across BC. We have been fortunate to have tremendous interest and support in the BC Nightjar Program from citizen scientists all over British Columbia. This year over 91 volunteers contributed to 375 hours towards completing 150 nightjar survey routes across the province of BC. These data contributions lead the way in terms of Common Poorwill and Common Nighthawk occurrence records in the province of BC; approximately 117 individual Common Poorwills, and 764 Common Nighthawks were detected. WildResearch Biologist Virginia Noble also conducted specialized surveys at select routes in the south Okanagan in order to study the detectability of these two species and ensure the BC Nightjar Survey protocols are optimized. Audio recording devices (SM2s) were lent to WildResearch from Environment Canada, and Nature Trust granted land use. In May and June, we held training workshops for motivated and enthusiastic volunteers in the South Okanagan and in the Lower Mainland. We sincerely thank Bird Studies Canada, Environment Canada, the Provincial Government, the South Okanagan Similkameen Conservation Program, and many naturalists groups across BC for their support in promoting the program and reviewing the new protocol.

WildResearch kicked off the start of its third year of the butterfly program by co-hosting a well-attended Butterfly Identification Workshop lead by WildResearch Treasurer Emily McAuley, with the UBC Botanical Garden in June for 40 participants visiting from Vancouver, to Victoria, to Revelstoke. WildResearch also contributed to the BC Butterfly Atlas project again this summer by co-hosting a well-attended Butterfly Identification Workshop, organizing group butterfly surveys in Vancouver and Richmond during May and August survey periods, and by attending Metro Vancouver's Butterfly Tea Party at Campbell Valley Regional Park in July.

WildResearch held its fourth pelagic seabird fundraiser on May 11, 2014, with 81 birders aboard the trip from BC, AB, ON, WA. The bird of the trip included an adult LAYSAN ALBATROSS that stayed with the ship for some time! At 40km from shore, a Parasitic Jaeger flew in front of the boat. The next exciting species was a small flock of three Wandering Tattlers - a real surprise! Another exciting bird was a Manx Shearwater, seen from the stern of the ship. On the return trip back to Ucluelet, we spotted another five Tufted Puffins. Overall, the trip was great. The weather was fantastic: dry, sunny, and the seas were relatively calm. Many people are to thank for organizing the pelagic trip logistics. Big thanks to Paul Levesque for organizing the trip, Ian Thomas and Jay Brogan for chumming in the albatross, and Russell Cannings for spotting and calling out birds.

In addition to the pelagic seabird fundraiser, funding for WildResearch's programs in 2013-2014 was generously provided through several sources. In May, we received MEC's Capacity Building Grant to help fund a new software system that will improve our communication with members. The IIBO 2014 spring migration program was generously funded by the Sitka Foundation, which allowed us to hire a bander-in-charge and banding assistant to facilitate the program. We also received a grant from BC Nature and the BC Naturalists' Foundation towards purchasing equipment for a solar panel system IIBO, making direct data entry much easier during banding operations. WildResearch's BC Nightjar Survey was supported by a Science Horizons grant that allowed us to hire our first employee, Virginia Noble, for a six month period to coordinate the nightjar program. Generous donations from our members and revenue from merchandise sales also increased the quality of our programming in 2013-2014.

The sense of community and friendships amongst WildResearch members has been further enhanced through events like the winter bird identification workshops led by WildResearch Director Jay Brogan, restoration events organized in partnership with Metro Vancouver at Iona Island Regional Park, IIBO work parties organized by the IIBO Operations Committee, the annual volunteer appreciation party, and quarterly social evenings organized by the Members' Services Committee.

WildResearch Directors look forward to the coming year and future opportunities to provide training opportunities and conservation projects to our dedicated membership. We currently have many new and exciting events and programs in the planning process and we look forward to sharing them with our membership soon. Thanks for a great 2014!



## Appendix B – Treasurer’s Report

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**2014 WildResearch Annual General Meeting  
Treasurer's Report**

	<u>FY 2012</u>	<u>FY 2013</u>	<u>FY 2014*</u>
<b>Revenue</b>			
Grants	4,600.00	17,779.80	14,655.00
Donations	413.50	688.00	6,090.00
<b>Fundraising</b>			
Pelagic Trip	16,325.00	18,200.00	16,000.00
Other	400.00	1,735.00	1,233.75
Membership Dues	3,545.82	6,845.00	7,950.00
Program Services Fees		1,380.00	200.00
Interest Income	24.20	34.20	28.56
Miscellaneous Income	-	-	604.02
<b>Total Income</b>	<b>25,308.52</b>	<b>46,662.00</b>	<b>46,761.33</b>
<b>Expense</b>			
<b>Payroll Expenses</b>			
Salary/Wages Expense	-	-	15,000.00
CPP - Company Expense	-	-	655.86
EI - Company Expense	-	-	394.80
<b>Program Costs</b>			
Field Supplies	239.44	6,301.94	8,901.15
Contract - IIBO	5,070.00	8,200.00	8,545.00
<b>General &amp; Administrative</b>			
Office Supplies	116.68	540.62	989.11
Phone, Internet & Fax	-	-	154.58
Postage, Mailing Service	-	11.16	741.25
Printing and Copying	-	36.94	-
Computer, Web & IT	200.33	331.02	3,416.11
Books, Subscriptions, Ref	-	6.97	-
PayPal Fees	422.57	554.21	553.31
<b>Travel &amp; Meetings</b>			
Travel	1,071.38	1,323.97	2,953.35
<b>Other Expenses</b>			
Membership Dues - Org	1,893.00	2,366.75	2,778.50
Fundraising Expenses	9,038.40	9,552.84	10,388.26
Other Expenses	857.36	1,055.15	85.18
Business Registration Fees	30.00	75.00	150.00
<b>Total Expense</b>	<b>18,939.16</b>	<b>30,356.57</b>	<b>55,706.46</b>
<b>Net Income</b>	<b>6,369.36</b>	<b>16,305.43</b>	<b>(8,945.13)</b>
	<b>24,434.38</b>	<b>41,148.10</b>	<b>32,704.47</b>

\* As of October 31, 2014

Prepared By:

Kala Harris

Reviewed By:

Emily Missyabit McAuley

# Appendix C – Iona Island Bird Observatory Operations Committee Report

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**Iona Island Bird Observatory Operations Committee  
Report to the WildResearch Board of Directors  
2014**

**Background**

The operations committee was created following a call from the Board of Directors in the Spring of 2013. The committee was formed with the goal of overseeing and organizing the maintenance, upkeep and improvement of the Iona Island Bird Observatory.

**Projects**

The committee is tasked with:

- ongoing maintenance of the net lanes, trails and banding hut;
- maintenance and inventory of station equipment;
- organizing volunteer work parties where needed; and
- ensuring daily operations of the banding station run smoothly.

In addition to maintenance of IIBO, the IIBO Operations Committee in 2014 has wrote a grant application, obtained funding, and installed solar panels for the banding hut at IIBO. The solar panels provide electricity at the banding station, allowing us to enter data directly into a computer, and charge 2-way radios used during banding operations to increase communication between the banders working at the banding hut and the bird extractors working at the nets. Other projects completed by the Operations Completed in 2014 include:

- Compiling a list of tasks that need to be done at the end of every day
- Preparing a list of safety contacts
- Equipment inventory
- Installing flaps on the banding hut to close off the building from weather elements
- Upgrading the bird chute for banded bird release
- Work parties:
  - Bird bags (n = 30): Jan 25<sup>th</sup>, 2014
  - IIBO spring maintenance: April 5<sup>th</sup>, 2014
  - IIBO fall maintenance: August 10<sup>th</sup>, 2014

Ongoing Projects:

- Altering how the net poll supports are affixed to the ground so the net lanes can be mowed
- Ongoing improvement of hut infrastructure
- Survey of IIBO volunteers for feedback on how the station is run
- Compiling a list of rules for proper conduct while in the banding hut
- Sign for the banding hut acknowledging funders
- More bird bag making
- Renumbering net lanes and reorganizing data

**Committee Members**

The committee consists of a Chair, Secretary, a Board of Directors Representative, and up to 10 additional members. We would like a call for interest in committee membership today. The next committee member intake will be at the 2015 AGM.

Current membership:

Chair: Ian Thomas ; Secretary: Michael Arbeider; Board Representatives: Catherine Jardine ; Alan McKenzie; Andrew Huang; Anna Szeitz; Jeremiah Kennedy; Kimberly Gilbert; Melanie Sora; Azim Shariff

Retiring Committee Members:

Pablo Jost; Christopher DiCorrado; Mike Boyd; Paul Levesque

# Appendix D – Members’ Services Committee Report

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**Members' Services Committee**  
**Report to the WildResearch Board of Directors**  
2014

**Background**

The Members' Services Committee (MSC) was created in the spring of 2013 after discussions with the board about delegating tasks to subcommittees. The committee was formed with the goal of providing services to the membership at large and initially consisted of three members. Now entering into its second full year of operation, the committee is six members strong, and contributing significantly to membership services.

**Projects**

The committee has been tasked with communicating to WildResearch members and helping to facilitate membership participation in WildResearch programs and events through several mediums including:

- WildResearch e-newsletter,
- WildResearch FaceBook, Twitter,
- BC Nature magazine,
- WildResearch email,
- volunteer sign-up software,
- thank you letters/cards, and
- in person at events and programs

The primary tasks completed by the committee in 2014 included managing the WildResearch email accounts ([info@wildresearch.ca](mailto:info@wildresearch.ca) and [iibo@wildresearch.ca](mailto:iibo@wildresearch.ca)), assisting the board with securing funding toward implementing a new membership database software, organizing quarterly social evenings (held Nov 5, July 14, May 8, Feb 27), processing memberships and renewals, and organizing/scheduling volunteers to participate at WildResearch programs and events, and assisting with organizing the 2014 Volunteer and Membership Appreciation Party.

Ongoing projects include:

- Soliciting new members and volunteers
- Processing membership and volunteer participants
- Reporting progress to BC Nature membership, WildResearch Membership
- Improving membership process and implementing new database software (Volunteer?).
- Polling/surveying about membership satisfaction
- Tracking MSC financials
- Thanking volunteers, donators, and supporters
- Managing email accounts:
- Scheduling volunteers
- Drafting MSC manual (guide/training document)
- Organizing WR social events
- Selling WildResearch merchandise

**Committee Members**

The committee consists of a Chair, Secretary, a Board of Directors Representative, and up to 10 additional members. We would like a call for interest in committee membership today. The next committee member intake will be at the 2015 AGM.

Current membership includes:

Renae Mackas: Board Representative

Virginia Noble: Chair

Mikaela Davis: Secretary

Courtney Lahue: Member at Large

Gwyn Thomas: Member at Large