



Kootenay-Columbia Discovery Centre Society

P.O. Box 763

Creston, British Columbia V0B 1G0

www.discovery-centre.ca

Email: info@discovery-centre.ca

2022 ANNUAL GENERAL MEETING AGENDA

Tuesday, November 29th, 2022, 7pm via Zoom

In Attendance (9): Carla Ahern, Phil Harvey, Andre Hebert, Norman Eady, Clements Verhoeven, Jim Kuemper, Tanna Patterson, Danielle Sonntag, Hardy D

1. Call to order – Phil Harvey @ 7pm
2. Additions to/Adoption of Agenda - **None**
3. Adoption of Minutes for AGM of December 16th, 2021 **MSC**
4. Chair Report – Phil Harvey

2022 Was a Year of Success

- successful operations year, free from restrictions: many thanks!
- near record overall levels of engagement (record in some categories)
- first winter environmental education program successfully completed
- loss of no. 1 grantor: grant re-structuring underway
- ongoing CVWMA multi-year financial and venue support: another big thank you!
- slow but steady progress towards a new interpretive centre

Development of a New Centre

- demise of the old Interpretive Centre
- stakeholder consultation regarding new Centre
- strong going concern operations
- debt free
- operate reserve fund



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- New Wetland Interpretive Centre
- Key Issues
 - Site (Still)
 - Need for joint venture partner
 - Seed money or angel donor

5. Financial Report – Norman Eady and Carla Ahern

- a. 2021 Audited Financial Statements
- b. 2022 Financials
- c. 2023 Budget

KCDCS Income Statement

| Year end 31-December | 2021 Actual | 2022 Budget | 2022 YEE* | 2023 Budget | Notes |
|-----------------------------|----------------|----------------|--------------|----------------|---|
| Revenue | | | | | |
| Grants | 115,821 | 120,500 | 103,439 | 146,000 | Lower YEE - Service Canada Grant denied; Lower amount for CBT CIP |
| Donations | 2,307 | 4,000 | 4,000 | 4,000 | |
| Gift Shop Sales | 1,576 | 2,000 | 1,284 | 2,000 | Gift Shop Stock was late arriving |
| Programs | 15,270 | 18,500 | 18,356 | 18,500 | |
| Other | 10,586 | 10,500 | 10,500 | 10,500 | CEBA Loan Forgiveness of \$10K once paid off (Dec 2023) |
| | 145,560 | 155,500 | 137,579 | 181,000 | |
| Expenses | | | | | |
| Accounting, legal, etc. | 7,260 | 7,500 | 7,500 | 7,500 | |
| Administration | 5,931 | 5,900 | 5,500 | 6,700 | |
| Amortization | 11,280 | 11,280 | 11,280 | 11,280 | Amounts will change based on Audit for 2022 and 2023 |
| Bank charges | 992 | 1,200 | 1,100 | 1,200 | |
| Gift Shop costs | 1,267 | 1,500 | 1,284 | 2,000 | |
| Insurance | 5,504 | 6,000 | 6,020 | 6,500 | |
| Management Costs | 73,796 | 76,075 | 76,075 | 76,075 | |
| Marketing and Promotion | 7,266 | 10,200 | 8,600 | 10,200 | |
| Programs | 2,321 | 5,200 | 3,164 | 4,700 | |
| Seasonal Staff Costs | 39,337 | 40,509 | 36,178 | 43,029 | Wage increase from \$16 per hour to \$17 per hour |
| Transitional Building Costs | 14,238 | 12,500 | 9,000 | 14,500 | |
| Other | 53 | - | - | - | |
| | 169,245 | 177,864 | 165,701 | 183,684 | |
| Net Income (Loss) | (23,685) | (22,364) | (28,122) | (2,684) | |

*Year End Expectancy



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MOTION – To accept the 2021 Audited Financial Statement and Income Statements as presented – **MSC**

d. Appointment of Auditor for 2022

MOTION - To retain APEX Accounting as the Auditor for KCDCS's 2022 Fiscal Year Audit – **MSC**

6. Sr. Manager's Report – Carla Ahern

a. 2022 Highlights and 2023 Objectives

See below

7. Election of Directors

Standing (Term expires in 2023)

- Clements Verhoeven
- Andre Hebert
- Norman Eady
- Jim Kuemper

Up for re-election

- Phil Harvey
- Gitte Grover

Thank You to Outgoing Board Members

- Donna Carlyle, John Huscroft, Myrna Downton

MOTION – To re-elect Phil Harvey and Gitte Grover for a two year term - **MSC**

8. Q&A

- Donor Potential – Johnny Bucyk; Niedermeyers (local hockey fame)
- Northern Leopard Project might be something of interest to local schools/for programs

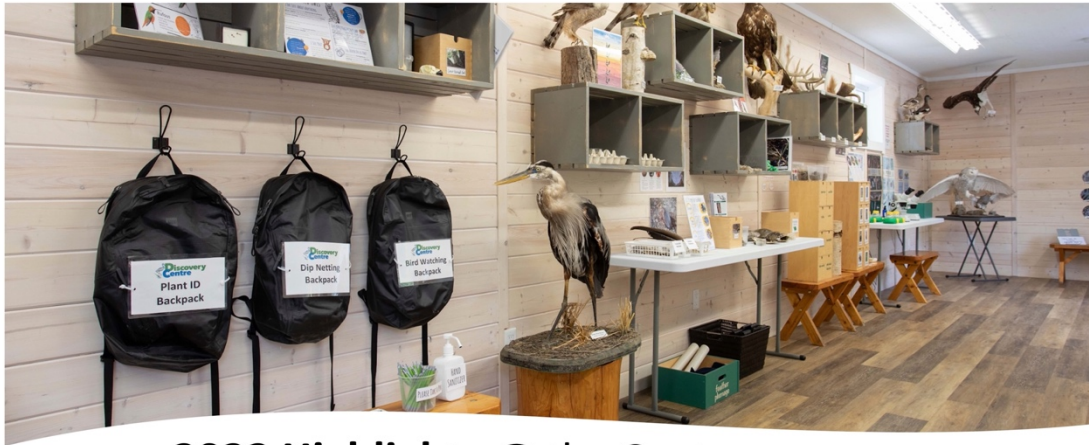
9. Acknowledgments and Adjournment – **Adjourn @ 7:50pm**

Senior Manager's Report

**2022 Highlights
Communications
& Promotions**

- Monthly enewsletters – **1,216** subscribers
- Keeping website up to date; Regular social media posts
 - 722 Facebook Followers
 - 150 Instagram Followers
- Part of a 2 photo shoots for Kootenay-Rockies Tourism





2022 Highlights @ the Centre

- The Discovery Centre was open from May 9th to October 8th for a total of 125 days this year. We hosted **4,000** people inside the Centre during this time
- New displays and activities created for visitors
- Freshwater tank with aquatic invertebrates and fish
- Purchased 10 new Nikon binoculars that visitors can borrow
- Some Visitor Book Comments:
 - “Great spot! Awesome that you let visitors borrow gear!”
 - “Great Centre, very interesting”

2022 Highlights School Programs

- January and February, offered an **in-class program** to local school (All About Owls) and had 23 classes participate
- May and June, offered **onsite wetland excursions** for Grades K-7
- In total, programs were delivered to **1,863** students

From Teachers:

“Wonderful hosts, friendly, super knowledgeable, great at engaging the students!”

“Excellent information and fun hands-on activities.”



2022 Highlights Summer Camps

- Jr Naturalist summer science day camps in July and August
- Ages 4-13
- Hosted **89** kids.
- The Kootenay Lake Trout Hatchery was a guest presenter for some of the camps!

From a parent:

"I loved that my child came home with lots of fun stories and knowledge about nature and animals. He has a renewed interest in learning about nature since finishing the program."



2022 Highlights Programs & Events

- Guided canoe tours (**409** people)
- BIMBY Butterfly Walks
- Special Events: Saturday Fun Days throughout the summer
- Discovery Backpacks (3 themes)
- Self-guided options including:
 - Self-Guided Board Walk Loop (305 copies)
 - Self-Guided Marsh Trail Loop (Evening) (150 copies)
 - Scavenger Hunt (125 copies)
 - Wildlife and Bird Checklists (125 copies)
 - Kids Adventure Booklet (225 copies)
- Virtual tour for the Boardwalk Loop





2022 Highlights Staff & Partnerships

- KDCS hired **three full-time** seasonal summer staff to help deliver educational programs over the summer (UVIC Biology, UVIC Business, Selkirk College)
- CV Bird Festival
- WildSafeBC and Invasive Species Council of BC
 - Set up information booths in parking lot
- Kootenay Lake Trout Hatchery, CV Rotary (Blue Heron Half Marathon)

2022 Highlights



Memberships

- Have over to **1,200** Members
 - Farmers Market in July
 - Promotion at Centre
 - Promotion through newsletters and social media

Boards and Committees

- Creston Valley Bird Fest
- Creston Valley Tourism Society (Vice Chair)
- International Selkirk Loop (Vice Chair)
- Wetland Link International (NA Rep West)

Professional Development

- Classroom to Communities Provincial Conference in Revelstoke



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2023 Goals and Objectives

- Secure Grants to cover operational expenses
- Operate Discovery Centre
 - Host 4,000 people
- Deliver Programs
 - School Programs – 2,000 students
 - Summer Camps – 100 kids
 - Public Canoe Tours – 500
 - Special Events – 1,500
- Marketing and Promotions – advertising; website; newsletters; social media; rack cards
- Increase Membership
- Continue to develop partnerships and working relationships with community groups and organizations
- Continue to build relationship with Lower Kootenay Band
- Continue initiatives related to development of new Discovery Centre