

Canadian Society of Environmental Biologists

2022 Annual General Meeting

19 June 2023 at 10:00 pm MDT

1. Welcome - CSEB President Curt Schroeder (Quorum)

The AGM was convened at 11:05 (MST) by Curt.

Attendance: Loys Maingon, Curt Schroeder, Anne Wilson, Brian Free, Gary Ash, Sean Mitchell, Peter Wells, Robert Stedwill, Pat Stewart

Regrets: Barbara Hard

2. Assigned duties: Moderator (Curt), Recording Secretary (Anne), Time Keeper (Robert), Parliamentarian (Gary)

3. Approval of Agenda - Motion to approve by Loys; seconded by Brian, carried.

4. Approval of Minutes from previous AGM (11 January 2021 AGM)

Minutes were reviewed, and a motion to accept made by Loys, seconded by Robert, carried.

5. President's Report - Curt Schroeder

- There were 7 meetings in 2022, including the AGM
- Bulletin submissions and reviews done for President's report as well as reports for SK
- Letter sent to BC Environment Minister
- Discussed issues related to other professional associations
- Bylaw review/update recommended
- Last term as President going forward.

6. 1st Vice President's Report - Patrick Stewart has not had to act for Curt or address issues; has participated in meetings and discussions.

7. 2nd Vice President's Report - Robert Stedwill – has reported for Manitoba for the Bulletin; need a Manitoba member.

8. Secretary-Treasurer's Report - Anne Wilson

The draft 2022 budget (attached) was presented with comparisons to 2021, and commentary on each line item. Motion to accept the draft budget for 2022 was made by Anne; seconded by Loys, carried.

The 2021 finances were presented with summaries for 2021 on Accrual Basis and Cash Basis balance sheets showing costs and financial position (attached).

9. Membership Report - Gary Ash provided his report with numbers for 2022 and a graph over time. Membership has dropped – we need to further recruit students and take advantage of exposure at other organizations' functions. Getting the chapters active would bring in new membership. Now there is competition with other biological organizations/professional accreditation and lower volunteer participation. We used to get members from conferences. Brian will ensure the membership brochure is on the website (with updating). A membership committee was struck of Brian, Gary, Curt and Peter. We need to be really clear what the CSEB offers. Networking, mentorship, and access to job opportunities were mentioned.
10. Bulletin Editor's Report - Gary Ash provided his report (attached below). Gary raised the idea of going to an electronic-only version of the Bulletin. We may lose a few members if we do this, but costs will drop \$1800 per year and production would be simplified. Idea raised of circulating copies of the Bulletin in places where exposure to potential members. Not cost-effective to circulate copies. It would be good to get opinions on this from young professionals that we would target. Discussed access through the web site, and formatting to read on small screens. This can be worked on by the membership committee.

11. Webinar Chair Report - Loys Maingon

Can be found on the website; will be a hiatus during this fall/winter. Held about 10 in the past 6 months. Not getting input from eastern Canada.

12. CSEB Website Report- Brian Free

Brian presented his report. Website functioning well. He updates as changes occur. About 50 job ads added to jobs page; Brian is actively looking for these ads on provincial and territorial sites. BC government departments are the main contributors. New webinar announcements and adding recorded webinars to archive pages. Various opportunities have also been posted.

Gary has been posting the 2022 Bulletins on the web site, as well as handling online membership subscriptions. Design and maintenance is using WordPress. We have a contract for hosting services and redesign with Aurooba Ahmed, but we have been unable to contact Aurooba. We need to transfer to another host service. Need to know how she has registered the domain re: contact. Brian will look into arranging a new service provider. Patrick to provide a contact for a quote. Domain name expires Sept. 30.

Brian shared the updated web site page in development.

Brian provided monthly website visits, noting that peak traffic coincided with webinars. Year over year, we have increased slightly from 2019 to 2020 and 2021 but then decreased in 2022. Monthly visits in 2022 averaged 463. The top pages are home page; biology careers & employment; scholarships, education and training; and membership.

We may have to abandon the update work done so far if Aurooba can't be contacted. We could add links to social media, but that would have to be maintained. Need a strategy for content and maintenance, e.g. hiring someone to post regularly.

13. Directors' Reports (Regional)

Alberta report: There were 27 members in AB at the end of 2022. The AB chapter is not currently active, but would like suggestions from members regarding potential activities for AB CSEB members. Joseph Hnatiuk and Brian Free are the AB directors and chapter contacts. Several AB members continue to be active at the national level, and John Retallack contributes regularly to the Bulletin.

Atlantic report: Quiet the past year. Lots of activity; Peter is very active with the Bulletin. There is a demand for biologists in the region.

BC report – Loys noted the lack of BC legislation on endangered species.

SK – no activity to report.

14. Loys moved that we accept all reports as presented; Robert seconded, Carried.

15. Elections

Discussion of terms; should we amend bylaws to reflect the need for longer terms? We will strike a committee to review and propose updates; suggest Curt, Brian and Gary.

Call for nominations from the floor - no nominations – Robert moved that nominations cease and current board be elected; Loys seconded, carried. Board is re-elected by acclamation.

16. Other Business – Peter raised the issue of the forest fire situation. A webinar on impacts would be useful, and could include the example of flooding in Waterton following fire. It is agreed that this is an issue the CSEB should speak to, sooner rather than later. We need to bring in a wide range of experts on effects. Urgent need to act soon on this. What is the role of people in our professions?

17. Resolutions/advocacy – Curt sent out a draft letter for improved forest management in response to wildfires. He will rework a bit and send out for comments.

Brian raised the just transition to a low carbon economy, noting implications of moving to electric vehicles and the resources and extraction costs associated with this.

18. Adjournment at 12:04 p.m. MDT: Loys moved to adjourn, carried.

19. Next Board meeting is July 17th, 2023 at 7:00 a.m. PDT

Recorded by Anne Wilson June 19, 2023.

Treasurer's Report

2023 Proposed Budget

Category	Draft 2023 Budget	2022 Budget	2022 Actual to Dec. 31	2022 Variance
INCOME				
Advertising Revenue	\$375.00	\$375.00	\$375.00	\$0.00
Bank Interest	\$0.00	\$0.00	\$0.00	\$0.00
Conference Proceeds (incl sponsorship)	\$0.00	\$0.00	\$0.00	\$0.00
Journal Orders	\$950.00	\$1,000.00	\$1,195.90	\$195.90
Membership fees	\$2,800.00	\$3,000.00	\$3,309.56	\$309.56
Other Income - Misc	\$0.00	\$0.00	\$0.00	\$0.00
Newsletter Subscription	\$120.00	\$115.00	\$115.64	\$0.64
Publication Sales	\$0.00	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL INCOME	\$4,245.00	\$4,490.00	\$4,996.10	\$506.10
EXPENSES				
Admin and office (eg copying)	\$20.00	\$20.00	\$0.00	\$20.00
Banking	\$0.00	\$0.00	\$0.00	\$0.00
Chapter Rebates	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$0.00	\$0.00	\$0.00	\$0.00
Corporate Registration	\$12.00	\$15.00	\$12.00	\$3.00
Journal Order Payments	\$900.00	\$1,300.00	\$1,100.25	\$199.75
Membership Renewal costs	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
Newsletter Production	\$1,500.00	\$1,500.00	\$1,467.22	\$32.78
Newsletter Mailing	\$300.00	\$290.00	\$291.71	-\$1.71
Postal box rental	\$280.00	\$280.00	\$276.85	\$3.15
Postal box redirect mail	\$400.00	\$350.00	\$383.92	-\$33.92
Sponsorship	\$0.00	\$0.00	\$0.00	\$0.00
Web site	\$1,955.00	\$1,955.00	\$63.10	\$1,891.90
Webinar Platform	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL Expenses	\$5,367.00	\$5,710.00	\$3,595.05	2114.95
Difference:	-\$1,122.00		\$1,401.05	

2022 Balance Sheet			
	Jan. 1, 2022	Dec. 31, 2022	Difference:
<u>Assets:</u>			
Opening Account Balance (Jan. 1, 2022)	\$15,470.59	\$17,161.02	\$1,690.43
GIC Value	\$1,695.72	\$1,695.72	\$0.00
Total:	\$17,166.31	\$18,856.74	\$1,690.43
<u>2022 Income:</u>			
2022 income collected and banked in 2021:	\$1,414.20		
Total income deposited in 2022:	\$4,641.72		
Less 2023 Income Banked in 2022	<u>\$1,059.82</u>		
Total 2022 Income:	\$4,996.10		
<u>2022 Expenses</u>			
2022 Expenses paid in 2021	\$308.85		
2022 Expenses paid in 2023	\$334.91		
Expenses paid through bank account in 2022:	\$2,951.29		
Less 2023 Expense paid in 2022	<u>\$0.00</u>		
Total 2022 Expenses:	\$3,595.05		
<u>Total Assets:</u>			
Cash in hand at Dec. 31, 2022	\$17,161.02		
2023 Membership payments received in 2022	-\$1,003.50		
2023 Journal payments received in 2022	-\$56.32		
2022 Expenses paid in 2023	-\$334.91		
GIC	<u>\$1,691.49</u>		
Assets as at Dec. 31, 2022	\$17,457.78		
Assets as at Dec. 31, 2021	\$16,056.73		
	\$1,401.05		

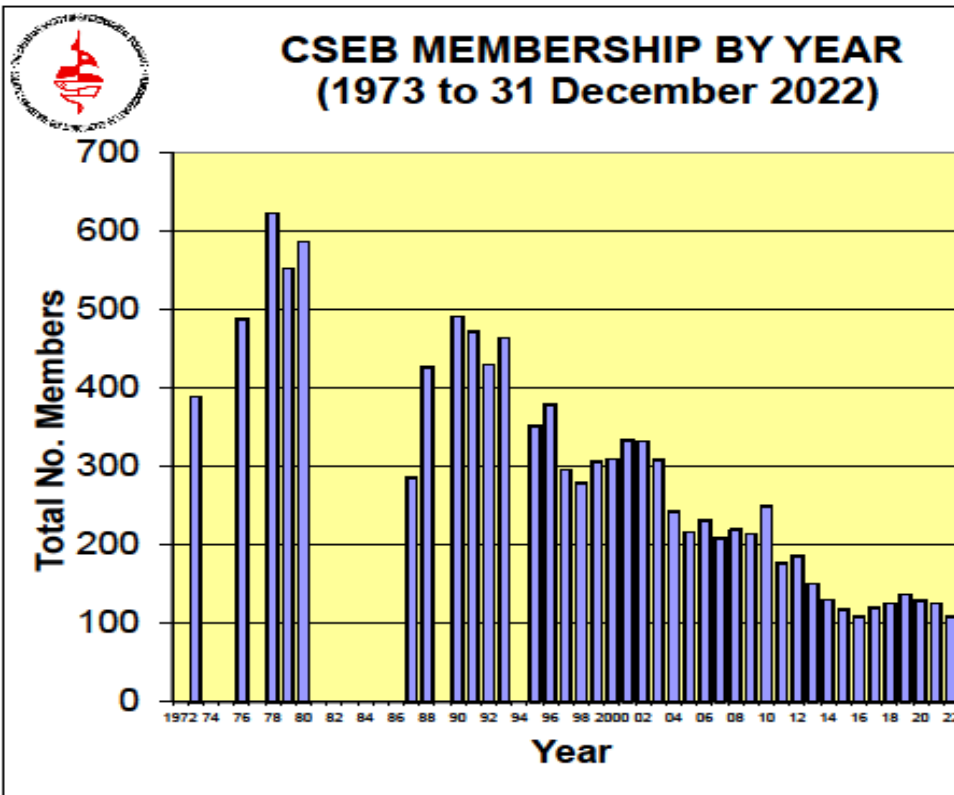
2022 Balance Sheet (Cash Accounting Basis)					
Opening Checking Account Balance (Jan. 1, 2022)		\$15,470.59			
GIC Value (Jan 12, 2022)		\$1,695.72			
	Total (Jan 1, 2022):		\$17,166.31		
2022 Receipts Deposited					
Total income deposited in 2022 ^a		\$4,641.72			
2022 Expenses Paid					
Expenses paid through bank account in 2022 ^b		\$2,951.29			
	2022 Net Income (Loss)		\$1,690.43		
Closing Checking Account Balance (Dec 31, 2022)		\$17,161.02			
GIC Value (Dec 31, 2022)		\$1,695.72			
	Total (Dec. 31, 2022):		\$18,856.74		
Notes:					
^a Does not include \$927.88 in prepaid 2022 membership dues, newsletter subscription of \$73.64 and \$412.68 in journal orders collected in 2021.					
Includes \$1414.20 membership dues and journal orders for 2023 collected in 2022					
^b Does not include 2022 newsletter expenses of \$334.91 paid in 2023, nor post box rental for 2022 paid in 2021 of \$276.85 nor web site cost of \$32.					



2022 CSEB Membership by Region and Membership Category

as of 31 December 2022

Region	Complimentary	Honourary	Associate	Library	Regular	Student	Total	Change
1 Atlantic		1	1		5		7	0
2 Quebec					0		0	-4
3 Ontario	1			1	19	7	28	0
4 Manitoba					5	3	8	2
5 Sask.					11	2	13	0
6 Alberta		1		1	24	1	27	-4
7 BC			1		16	4	21	-4
8 Territories					3		3	1
9 USA				1			1	0
0 Foreign					1		1	-1
Totals	1	2	2	3	84	17	109	-16
Change	0	0	-1	-2	0	-13	-16	



Bulletin Editor's Report



- 2022 – Four issues published
- Looking for guest editors for 2023
- Bulletin distribution format:
 - Electronic = 77
 - Hard copy = 33 (includes two copies to National Library)
- Need contributions from membership & Directors
- Looking for photos of Biologists -in-Action for upcoming Bulletin covers
- 2023 Deadlines: 15 Feb, 15 May, 15 Sep, 15 Nov
- Thanks to everyone who submitted content during 2022