
Table of Contents

1	Message from the President_____	<u>1</u>
2	Operations of the Columbia Mountains Institute_____	<u>2</u>
2.1	About the Columbia Mountains Institute of Applied Ecology_____	<u>2</u>
2.2	Board of Directors for 2012_____	<u>2</u>
2.3	Membership of Columbia Mountains Institute_____	<u>3</u>
2.4	Supporters of Columbia Mountains Institute for 2012_____	<u>4</u>
2.5	Administration of Columbia Mountains Institute_____	<u>5</u>
2.6	Strategic Direction_____	<u>5</u>
3	Activities of the Columbia Mountains Institute_____	<u>6</u>
3.1	Continuing education_____	<u>6</u>
3.2	Supporting applied ecological research_____	<u>12</u>
3.3	Collaboration_____	<u>14</u>
4	Preface to Financial Statement_____	<u>15</u>

Columbia Mountains Institute of Applied Ecology

Box 2568, Revelstoke BC, V0E 2S0

Phone / Fax: 250-837-9311

Email: office@cmiae.org

Web: www.cmiae.org

1 Message from the President

We had a changing of the guard this year at CMI – Jackie Morris, our long time Executive Director retired. After a competition for her replacement, the CMI Directors hired Hailey Ross, as the new Executive Director. Hailey’s diverse background in ecosystem conservation, environmental education, and working with smaller non-profit enterprises, like our own, appear to have enabled her, a smooth and productive transition into this important position at CMI.

Jackie has been with the organization for 15 years, and clearly had an important influence on CMI, taking it from a little known research and professional development project - to a widely known and respected provincial applied ecological research support network. On behalf of the past and present Cmi Directors, I can say that we are grateful, for not only the help and support Jackie provided, but also for the vision she brought the organization. We hope that she continues to be a part of CMI, and we look forward to developing a new relationship with Jackie in the coming years.

Coinciding with the change in Executive Directors, we entered in to a strategic planning process. We held a director’s retreat in New Denver, in the spring of 2013. This review and re-visioning process is now almost complete and we expect to report out the process results shortly. We also revamped our webpage (cmiae.org), and continue improve our social media presence (check us out on Facebook).

From an events perspective, Carl Schwarz’s well attended Occupancy Modeling Course was our first, held in April. This was followed by our AGM and annual researcher’s meeting, held in Silverton. It was an interesting mix of information sharing around local environmental questions, and also new technology use to field research.

This theme of new technology in the field was carried forward in a two day event that we hosted in a conference/workshop format at the Castlegar Campus of Selkirk College. The “New Ways to Use Digital Technology in the Field” event showcased how people are embracing digital recording of field data, and provided a hands-on opportunity to try out new hardware and software that is increasing productivity of fieldwork. To finish our year, Carl Schwarz returned to Revelstoke in October to deliver the always well received refresher course, Statistics for Biologists.

So again, thanks are due to both our outgoing and incoming Executive Directors Jackie Morris and Hailey Ross. I would also like to acknowledge the hard work of our other Directors.

Dr. Brendan Wilson
President
Columbia Mountains Institute

1.1 About Columbia Mountains Institute of Applied Ecology

The purpose of the Columbia Mountains Institute of Applied Ecology is to improve ecological management by increasing and sharing knowledge about the ecosystems of the Columbia Mountains and nearby regions.

We're known for hosting balanced, science-driven conferences and specialized courses that present the newest information and methodologies. We are a regional group that connects people working in the various fields of applied ecology – natural resource practitioners, managers, researchers, educators, academics, stewardship groups, and others with an interest in the ecology of southeastern British Columbia. Our website offers many resources, including summaries for all of our past conferences.

CMI was incorporated as a society in 1996, and is based in Revelstoke, British Columbia. The society is directed by a maximum of fifteen Board members (in 2013, by 13 Directors). An Executive Director supports the Board on a contractual basis. CMI retains the services of a bookkeeper, and of website consultants as needed. Funding for the operation of our society comes from memberships and retained earnings from our projects (events), and other income such as the Contribution Agreement with Parks Canada, grants from the Columbia Basin Trust, event sponsorships from private donors, and bank interest.

1.2 Board of Directors for 2013

In addition to the Annual General Meeting, the Board of Directors met eight times in 2013, to make decisions about future events, finances, policies, and hear reports from our sub-committees. Most Directors attend our meetings via a conference call.

For information about each Director, please visit our website at:

<http://cmiae.org/about/directors-administration/>

Executive

Brendan Wilson, President
Marc-André Beaucher, Vice-President
Kevin Bollefer, Treasurer

Directors

Patrick Daigle	Kari Stuart-Smith
Jenny Feick	Tara Szkorupa
Sarah Boyle	Heather Lamson
Mike Miller	Carrie Nadeau
Adrienne Shaw	Harry VanOorte

1.3 Membership of CMI

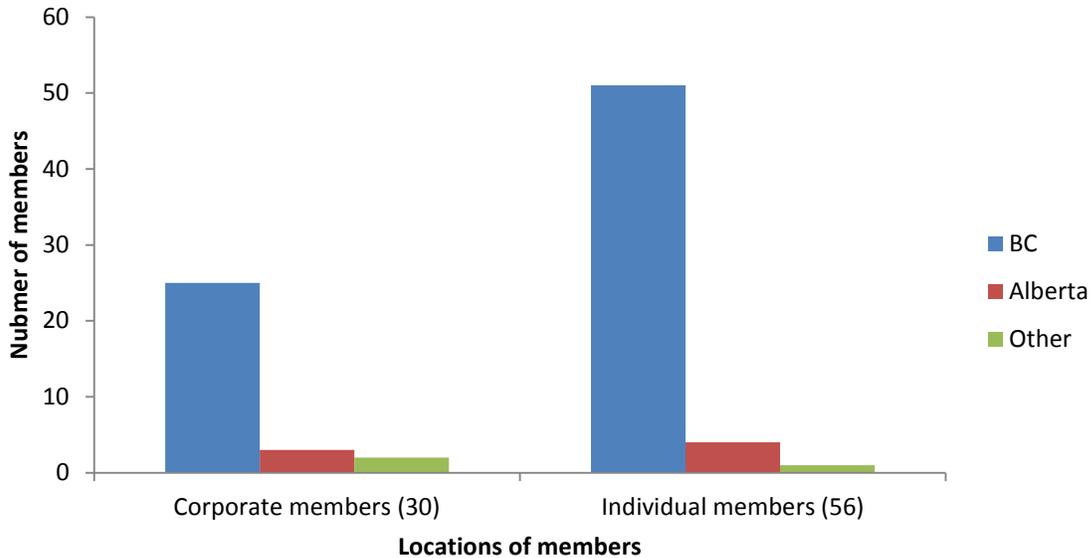
The Columbia Mountains Institute finished up the year with 56 individual members, and 30 corporate members. Our members' email updates go out to 251 individual email addresses. The information is circulated further within the corporate memberships.

Late in 2012, the Directors determined that the corporate membership of our academic institutions would include students of those institutions. As of December 2013, just 7 students have signed up as members.

CMI corporate members for 2012

BC Hydro, Columbia Generation (<http://www.bchydro.com>)
Bulkley Valley Research Centre (<http://bvcentre.ca/>)
Canadian Columbia River Inter-Tribal Fisheries Commission
City of Revelstoke (<http://www.cityofrevelstoke.com/>)
Columbia Basin Trust (<http://cbt.org/>)
College of the Rockies (<http://www.cotr.bc.ca/>)
Conservation Northwest, Washington (<http://www.conservationnw.org>)
Cooper, Beauchesne and Associates Ltd. (<http://cooperbeauchesne.com>)
Creston Valley Wildlife Management Authority (<http://www.crestonwildlife.ca>)
Dillon Consulting Limited (<http://www.dillon.ca>)
Downie Timber (<http://www.downietimber.com>)
DWB Consulting Services Ltd. (<http://www.dwbforestry.com>)
Evener Contracting (no website available) (<http://www.forrex.org>)
Golder Associates: Edmonton office (<http://www.golder.com>)
Golder Associates: BC Interior offices (<http://www.golder.com>)
Keefe Ecological Services (<http://www.keefereco.com/>)
Lotic Environmental (<http://lotic.co>)
Parks Canada, Ecosystem Services, Calgary office (<http://www.pc.gc.ca>)
Parks Canada, Mount Revelstoke and Glacier National Parks (<http://www.pc.gc.ca>)
Parks Canada, Waterton Lakes National Park (<http://www.pc.gc.ca>)
Polster Environmental Services Ltd., Duncan BC
Revelstoke Community Forest Corporation (<http://www.rcfc.bc.ca>)
Selkirk College, School of Environment and Geomatics (<http://selkirk.ca/>)
Summit Environmental Consultants Ltd. (<http://www.summit-environmental.com>)
Tipi Mountain Native Plants (<http://www.tipimountain.com>)
University of British Columbia (Okanagan) (<http://www.ubc.ca/okanagan>)
University of Victoria (<http://www.uvic.ca/>)
Vast Resource Solutions (<http://vastresource.com/>)
Wildsight (<http://www.wildsight.ca>)

Where do CMI members live?



1.4 Supporters of CMI for 2012

CMI benefits from the large number of volunteer hours contributed to CMI by our Board of Directors, and by the members of the organizing committees for our various events. These people keep us connected to ecological issues in southeastern BC. CMI continues to be effective because of their willingness to contribute time and expertise.



Parks Canada
Parcs Canada

This year we negotiated a Contribution Agreement with Mount Revelstoke and Glacier National Parks. We received \$5,000.00 in support of our work to maintain a network of

ecologists working to improve ecological integrity in this region. CMI is grateful for Parks Canada's ongoing financial and in-kind assistance.

The Columbia Mountains Institute of Applied Ecology gratefully acknowledges the financial and in-kind support of agencies that partnered with us to make this year's events and our projects a success. The generosity of these agencies is recognized in the information about each past conference at CMI's website (<http://cmiae.org/events/past/>)

These agencies kindly provided financial support for an event in 2013:

- Columbia Basin Trust
- Summit Environmental Consultants Inc
- Selkirk College School for Environment and Geomatics, Castlegar

We also acknowledge the contributions of the presenters and volunteers associated with each of our events.

1.5 Administration of CMI

The society saw the retirement of Jackie Morris as CMI's executive Director, and the hiring of Hailey Ross in June, 2013. Hailey Ross is now contracted for the purposes of running the affairs of the society and coordinating all aspects of our events. Hailey and Jackie were supported by a new bookkeeper this year, Melody Torgunrud, and the services of other businesses as required. The change in bookkeepers took place in January 2013.

1.6 Strategic Direction

In May 2013, the CMI Board of Directors held a strategic planning session. Columbia Basin Trust kindly provided funding to hiring a facilitator for this one day meeting, which resulted in an effort to revisit CMI's strategic plan. Some minor edits have been made, and the final version of this strategic plan will be voted upon at the 2014 AGM.

2 *Activities of the Columbia Mountains Institute*

2.1 Continuing education

Conferences and courses in 2013

A major goal of CMI is to identify current ecological issues and knowledge gaps, then host workshops or courses to address these issues. The following events were held in 2013 (note that there were fewer events held in 2013 than is typical for CMI in light of Jackie's Morris' retirement). More details about each event, a list of event partners and supporters, and event summaries are available on CMI website in the "[Events](#)" section. Conference and course evaluation forms were collected and, for the conference, summarized in the conference summary document.

Our event announcements are distributed in a very targeted way. We promote almost entirely by email to: members (sent to over 250 individuals), our event announcement distribution list (over 700 people), professional associations, various other organizations and individuals as suggested by the topic of each event, and Facebook. Other agencies regularly include our information in their own notices.

CMI now reaches over 1000 ecologists in BC and Alberta.

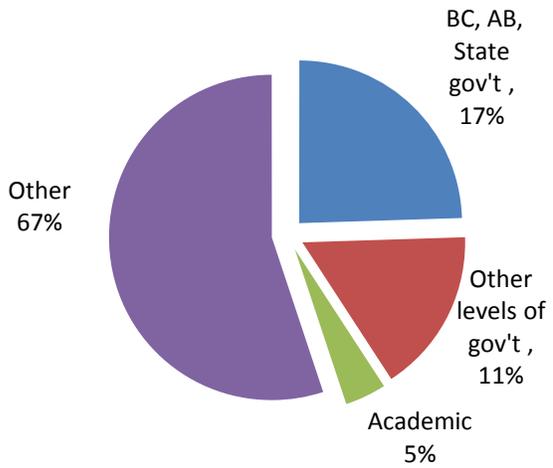
146 people attended a CMI event in 2013.

- 49 people attended a course
- 97 people attended a conference, workshop or meeting.

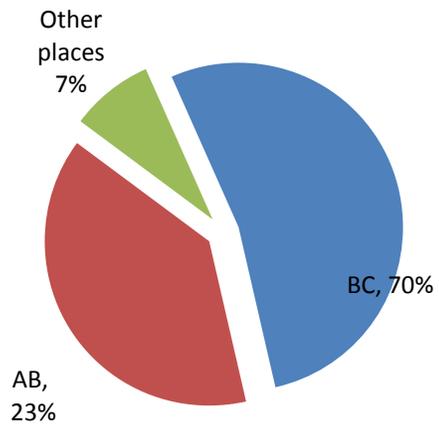
Some people attended more than one event.

Tables on the following page show where people are from, and their affiliations, for our courses and conferences in 2013.

Information about CMI course participants in 2013

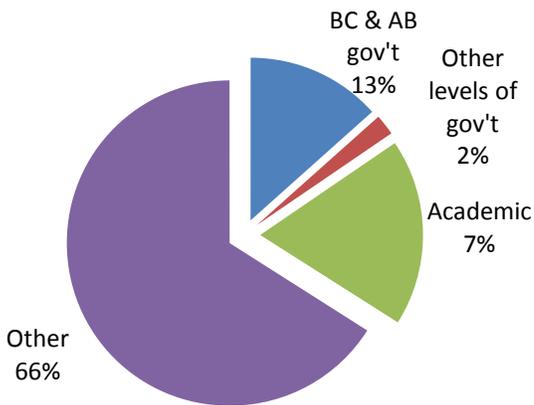


Affiliation of course participants in 2013
(49 people)

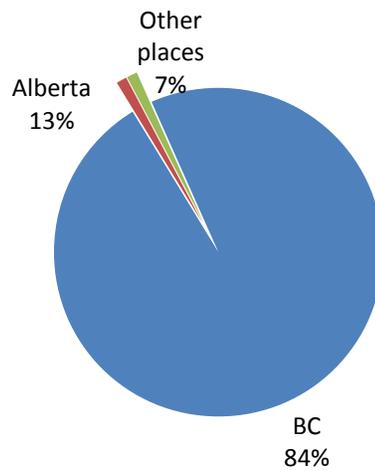


Where course participants came from in 2013 (49 people)

Information about CMI workshop participants in 2013



Affiliation of conference participants in 2013
(97 people)



Where conference participants came from in 2013 (97 people)

List of conferences and courses held in 2013

Information about all of these events can be found in the [Past Events](#) section of the CMI website.

Occupancy Modeling Course

April 16-18, 2013

Coast Hillcrest Resort, Revelstoke BC

This course was fully subscribed with 16 people

This course was taught by Dr. Carl Schwarz from Simon Fraser University.

Course Description: The presence or absence of a species in a set of units (polygons, landscape units, territories, etc.) is a fundamental concept in many ecological studies (e.g. resource selection modelling, biodiversity, range). Visits to sampled units can result in a positive detection of a species or a non-detection of the species in that unit. However, a species may not always be detected if present which results in “false negatives”. If the issue of detectability is not accounted for, estimates that rely on the level of occupancy can be misleading. This workshop covers methods for modelling species occurrence while accounting for potential false negatives.

CMI Annual Researchers' Meeting & Annual General Meeting

May 10, 2013

Silverton BC

47 people attended this event

Every year CMI members get together to provide updates on their projects (research, field trials, new initiatives in southeastern British Columbia) and catch up on each other's news. It's an informal atmosphere and non-CMI members and post-secondary students are welcome to attend.

New Ways to Use Digital Technology in the Field conference

May 15-16, 2013

Selkirk College, Castlegar BC

50 people attended this conference

Our keynote speaker, Dr. Greg Newman of Colorado State University, spoke about “Technology to empower citizen scientists”.

Workshop description: New technologies have changed the way that research on aquatic, terrestrial, and human ecology is carried out. Increasingly, people are taking smartphones, tablets, and other devices into the field to increase their productivity. Citizen science and social media are effective ways to increase data collection and collaboration. We offered a day of oral presentations, a day of hands-on demonstrations, and opportunities for networking with experts and other participants. The workshop summary will help you follow-up on the new things you've learned.

Statistics for Biologists – A Refresher Course

October 22-24, 2013

Coast Hillcrest Hotel, Revelstoke BC

This course was fully subscribed with 20 people.

This course was taught by Dr. Carl Schwarz from Simon Fraser University.

Course Description: R is a free programming environment for data manipulation, statistical analyses and graphics that is becoming increasingly popular among ecologists. R is extremely powerful, can be readily extended to non-standard methods through the downloading of packages, and runs on a wide variety of platforms. Participants are expected to have a basic knowledge of statistics (as R is primarily a statistical package), but this was a course on how to use the software, not a course on statistical methods. The course is suitable for individuals who have never used R before as well as R-users looking to consolidate their understanding of the basics.

2.2 Supporting applied ecological research

CMI Members' Updates

Nine CMI Members' Updates were sent in 2013, plus assorted announcements for events and a few interim messages with information that did not make it into the Updates. CMI's email bulletins include CMI news and information about funding sources, resources in print and on other websites, job postings, workshops, and assorted other information of interest to ecologists working in southeastern British Columbia. Updates went to over 250 individual email addresses, and were circulated further within the corporate memberships.

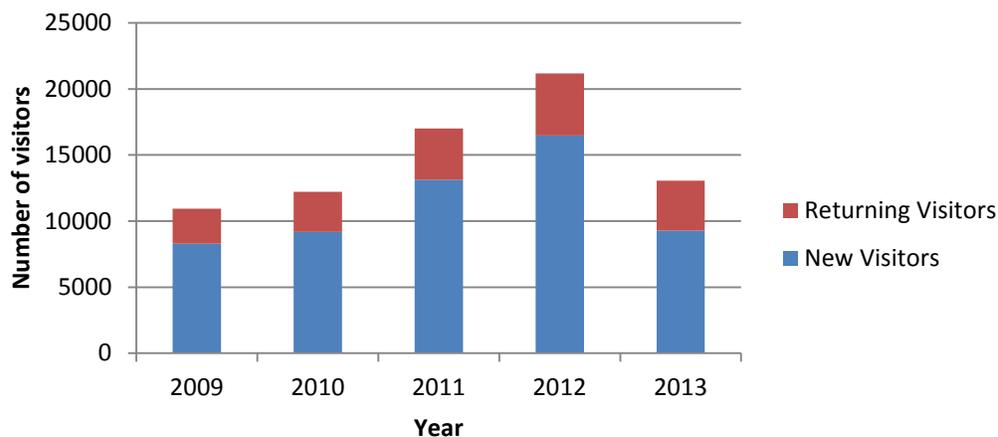
CMI web site (www.cmiae.org)

Our Google Analytics program tells us that in 2013 our web site received 13,670 visits. 71% of the people visiting our site were unique visitors.

- 29% were returning visitors.

The following chart shows that over the previous four years our website visitation has been growing, but that this year traffic decreased substantially. This is down from previous years for two main reasons. First, in light of Jackie Morris' retirement and CMI's decision to decrease the number of events taking place, there was less traffic on the CMI website since there were fewer events drawing people to the website for more information. In addition, CMI rebuilt its website therefore breaking a number of links which previously brought traffic to the website. Where possible, these broken links have been fixed, and website traffic is projected to regain strength in the next two years. Note that the proportion of returning to new visitors has remained consistent.

Proportion of new and returning visits to CMI website



- The most visited page on the site was the CMI Home page with 2770 visits in 2013.
- The second most visited page was the Current Events page, with 2030 visits.

These numbers suggest that the new website may be better at bringing people to the home page than the previous website since traditionally it was always the Current Events page which was most popular. We won't be able to make any true deductions here until the website has had more time, more traffic, and a season with more events.

The most popular PDF downloads in 2013 were for our conference summaries. These summaries are a legacy of our events, and make the information from the event available to a much wider group than the participants. As of December 31, 2013, the following number of downloads had occurred:

- summary from the New Digital Technologies event (115 downloads);
- summary from the *Resource Road 2012* event (107 downloads); and
- summary of the *Urban Wildlife 2012* event (17 downloads).

Facebook

In May 2011 CMI opened a Facebook page with the aim of reaching more people with our announcements, and enabling discussion about ecological issues. In addition to event announcements, one item from each CMI Members' Update was chosen for posting, in addition to any material which the executive director thought might be of interest to members of the CMI facebook page, but might not make it into membership newsletters. The number of people that "like" the page grew from 108 in 2012 to 172 people by the end of 2013.

Available data on CMI Facebook followers as of March 2014 (earlier data not available):

- As of March 2014, this page has 187 "likes"
- 59% of the people who "like" the CMI facebook page are women, 37% are men.
- 35% are between the ages of 25-34, and 33% are between the ages of 35-44.
- 158 people are from Canada, 9 people are from the US, 5 are from Australia, and 7 are from other countries around the world

The facebook page does not sustain very much conversation and sharing of information apart from what the CMI executive director posted on the page in 2013. (In 2014, there is evidence of this changing, and the topic will be revisited in the 2014 year-end report.)

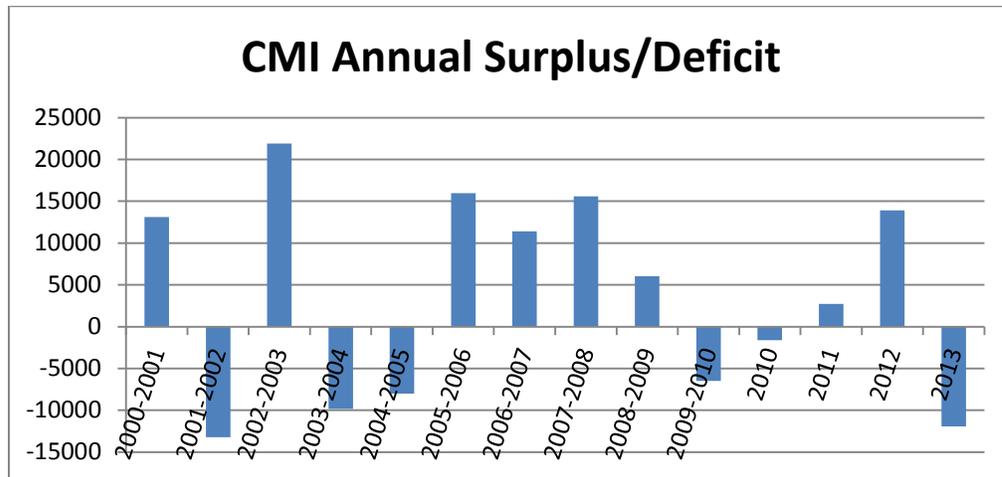
2.3 Collaboration

This year Parks Canada and CMI developed a one year Contribution Agreement. Funds from this agreement were used to support CMI's general operating costs. The two agencies share a common goal of improving environmental management in this region.

CMI exchanges information with professional associations, East Kootenay Conservation Program, Y2Y Network, Columbia Basin Trust, the Bulkley Valley Society, Kootenay Association for Science and Technology, and many other agencies and mailing lists. Information from these groups is often passed on to CMI members in our monthly Members' Updates.

3 Preface to Financial Statement

The un-audited financial statements for the fiscal year ending December 31, 2013 reported a net loss of \$11,914.59. The chart below shows how our net earnings have fluctuated from year to year. This is because our main revenue stream, which is net income or loss from our events, varies according to the number and type of events held each year. In addition, as mentioned above, 2013 did not see the same number of income-generating events as years past, and the organization had to pay for the hiring and training of a new executive director. In short, the CMI board had anticipated this loss.



The balance sheet on the last page of this annual report shows that we have built up our savings since CMI began in 1996. These savings are for keeping the society going if we have a year with low income, for replacing our assets, and for shielding us from risks, such as having to cancel an event at the last minute but still having to pay expenses for the event. All in all, CMI remains in a good financial position to continue with what we do.

This year we transitioned to a GST-only system.

Columbia Mountains Institute would like to thank all of our financial sponsors for this year's events. This list includes: Mount Revelstoke and Glacier National Parks, Columbia Basin Trust, Summit Environmental Consultants Inc, and Selkirk College School for Environment and Geomatics. With the financial and in-kind support of these organizations, the cost of courses and conferences for participants is kept as low as possible.

Our members and our volunteer Board of Directors continue to keep us in touch with current ecological issues and skill development needs. This is what keeps our events relevant and well attended. If there are any ideas out there for additional courses or conferences, please let Hailey or our Board members know.

Kevin Bollefer
CMI Treasurer

Columbia Mountains Institute of Applied Ecology

**Comparative Statement of Operations
for fiscal year ended December 31, 2012**

	December 2013	December 2012
Revenues		
Completed Workshops, Courses and Projects*	11,087.43	25,637.22
Grants and Contributions for general use	5,010.40	5,000.00
Membership Fees	5,410.00	6,545.89
Miscellaneous Income and Bank Interest	543.82	1,312.52
Gain or (Loss) on Sale of Assets		
Total Revenues	22,051.65	38,495.63
Expenses		
Accounting and Bookkeeping	1,565.00	1,23.00
Amortization	846.12	846.12
Contract Fees	22,497.80	15,6945.53
Donations	-	-
Insurance	1,881.00	(27.00)
Licenses and Dues	25.00	25.00
Miscellaneous	127.80	33.02
Office Equipment, Furnishings and Software	164.13	200.00
Office Supplies	146.99	672.08
PayPal Charges Admin	68.06	65.00
Printing and Photocopying	349.23	131.64
Postage and Courier	56.93	62.52
Rent	2,758.34	2,737.00
Services	-	219.00
Staff Training	140.00	-
Telecommunications (Phone, Fax and Internet)	2,037.79	1,638.70
Travel	192.38	-
Website	1,046.56	1,023.93
Workers' Compensation	39.13	38.05
Total Expenses	33,966.24	24,589.59
Excess of Revenue over Expenses	(11,914.59)	13,906.04

* The "Completed Workshops, Courses and Projects" entry is the net retained earnings for all of the year's events. We track each event as a separate project (income is registration fees and grants, expenses are the Executive Director's time, instructors' fees, venue rental, catering, credit card fees, etc.) and pool the final results in this category.

Columbia Mountains Institute of Applied Ecology

**Comparative Balance Sheet
for period ending December 31, 2013**

	December 2013	December 2012
Assets		
Current Assets		
Bank - Revelstoke Credit Union - Chequing	19,236.28	29,614.16
Bank - Revelstoke Credit Union - Term Deposit - 20-May-2011	-	-
Bank - Revelstoke Credit Union - Term Deposit - 30-Jan-2014	11,253.15	11,113.47
Bank - Revelstoke Credit Union - Term Deposit – 25-Nov-2015	25,313.36	25,000.00
Bank - Revelstoke Credit Union - Member Rewards	-	-
Bank - Revelstoke Credit Union - Shares	50.15	49.65
Accounts Receivable	4,500.00	3,000.00
Prepaid Expenses	-	-
Work In Progress	-	1,254.71
Total Current Assets	70,174.07	70,031.99
Capital Assets		
Computer Equipment	2,218.00	2,218.00
Accumulated Amortization - Computer Equipment	(1,150.60)	(705.88)
Data Projector	1,915.82	1,915.82
Accumulated Amortization - Data Projector	(1,505.25)	(1,103.85)
Total Capital Assets	1,477.97	2,324.09
Total Assets	71,652.04	72,356.08
 Liabilities And Surplus		
Current Liabilities		
Visa Payable	(2.96)	-
Accounts Payable	2,441.21	(652.68)
Prepaid Memberships	-	40.00
HST payable	(635.47)	-
Total Current Liabilities	1,802.78	(612.68)
Deferred Revenue	8,850.00	-
	10,652.78	(612.68)
Surplus		
Surplus - Beginning of the Year	72,968.76	59,062.72
Surplus (Deficit) - For the Current Year	(11,969.50)	13,906.04
Total Surplus	60,999.26	72,968.76
Total Liabilities And Surplus	71,652.04	72,356.08

