



Hamilton/Burlington SPCA
Board Meeting Minutes
Tuesday August 8, 2017. 6:00 p.m.
Hamilton, ON

Present: D. Brown, D. Duke, J. Gledhill, A. Johnson, Chair; M. Moore; J. Nemet; J. Stephenson, M. Strecker; C. Turner, P. Wolfe, M. Emo (CEO)
Regrets: K. Ciavarella, J. Mullen

1.0 Welcome

J. Gledhill called the meeting to order at 6:05 p.m. with quorum in place.

2.0 Approval of Agenda

A. Johnson moved to approve the agenda as presented and with additions 7.2.2 Board Executive, 8.1 Event Update, 8.2 Member Application, and 9.1 In Camera (legal). **J. Stephenson seconded. Motion carried.**

3.0 Declarations of Interest

None reported.

4.0 Approval of Minutes

M. Strecker moved to approve the Board meeting minutes of Tuesday June 13, 2017. **Seconded by D. Brown. Carried.**

D. Duke moved to approve the Board meeting minutes of Tuesday July 7, 2017. **Seconded by P. Wolfe. Carried.**

5.0 Business Arising

5.1 Strategic Plan

The Board discussed elements of vision to guide strategic plan directions 2017-2020. Elements to inform a vision statement included the Five Freedoms, HBSPCA 4 pillars (Protect, Advocate, Care and Educate), speaking for those who cannot speak for themselves, and mobilising outreach to people and service to community - all for the animals. Next steps include vision statement development by the Governance Committee.

5.2 Board Evaluation

The outcomes of the recent Board evaluation will be used to help set an education agenda for the Board. The Chair summarised key features of the Board evaluation including the need for CEO performance evaluation annually. Following discussion The Chair reiterated as well the expectation of all board members to contribute time, treasure and/or talent to the HBSPCA and that financial donations of any amount are consistent with their responsibility as stewards.

6.0 Consent Agenda

A. Johnson moved to receive the Consent Agenda including 6.1 Chair's Report, 6.2 CEO Report, 6.3 Program Reports, and 6.4 Strategic Directions Update. **M. Moore seconded. Motion carried.**

6.1 Chair's Report

The Chair thanked all members of the Board for their participation at the July Board meeting by conference call.

6.2 CEO Report.

M. Emo added two points to the previously circulated CEO Report: a) following a City of Hamilton commissioned assessment of the roof, required roof repairs are estimated at \$20,000 each for the City and the HBSPCA and full roof replacement is currently estimated at approximately \$600,000; b) effective Tuesday August 8, one HBSPCA Agent is on maternity leave, leaving two active Agents in the field.

7.0 Committee Reports

7.1 Finance Committee

7.1.1 HBSPCA three (3) month stub report

M. Strecker moved that the three month stub report (Jan. – March 2017) be approved for submission to Canada Revenue Agency. **C. Turner seconded. Motion carried.**

7.1.2 1st Quarter Report

M. Strecker moved that the 1st Quarter report (April – June 2017).be received. **C. Turner seconded. Motion carried.**

7.2 Board Executive 2017-2018

M. Strecker moved that Deb Brown be Vice -Chair. **M. Moore seconded. Motion carried.**

M. Strecker moved that John Mullen be Treasurer. **C. Turner seconded. Motion carried.**

A. Johnson moved that M. Moore be Secretary. **P. Wolfe seconded. Motion carried.**

7.2 Board Committees

D. Duke moved that HBSPCA Board Committee composition 2017-2018 as follows be approved.

Committees of the Board 2017-2018			
Finance	Governance	Quality	Development
K. Ciavarella M. Gingrich J. Mullen C. Turner J. Gledhill (ex-officio)	D. Brown D. Duke J. Gledhill J. Nemet M. Strecker	K. Ciavarella J. Nemet J. Stephenson C. Turner	D. Brown D. Duke M. Moore P. Wolfe J. Gledhill (ex-officio)
Sub committees			
	Governance Policy		Building (ad hoc)
	J. Gledhill M. Moore M. Strecker		D. Brown J. Mullen S. Leja M. Moore M. Strecker (non voting)
	By-Law Review		
	J. Nemet J. Stephenson		

C. Turner seconded. Motion carried.

8.0 New Business

8.1 Event Update

J. Stephenson confirmed that the *Bark to the Future* event will be held Thursday October 26th at Leggat Toyota (Ancaster), who has donated their space for the event. The event will be the unveiling of drawings depicting the pending renovations at the shelter. J. Stephenson is working closely with Melissa Bennett; sponsorship opportunities were distributed.

8.2 Member Application

M. Strecker moved that Brian Lewington, Hamilton, be approved as Life Member. **D. Brown seconded. Motion carried.**

9.0 In Camera (legal)

A. Johnson moved that the meeting go in camera. **P. Wolfe seconded. Motion carried**
A Johnson moved that the meeting arise from in camera. **P. Wolfe seconded. Motion carried.**

10.0 Next Meeting

The next meeting of the Board is Tuesday, September 12, 2017. 6:00 pm. at 245 Dartnall Road.

11.0 **C. Turner moved** that the meeting be adjourned at 8:05 pm.