



Hamilton/Burlington SPCA
Board Meeting Minutes
Tuesday, February 9, 2016. 6:00 p.m.
Stanley Avenue Baptist Church. Locke Street. Hamilton

Present: M. Strecker, Chair; B. Dowd; J. Gledhill; B. Holton; A. Johnson; M. Moore; J. Nemet; K. Ugenti; M. Emo (CEO)
Regrets: J. Junaid

1.0 Welcome

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

2.0 Approval of Agenda

M. Moore moved to approve the agenda. **J. Gledhill seconded. Motion carried.**

3.0 Declarations of Interest

None declared.

4.0 Approval of Minutes

J. Gledhill moved to approve the minutes of January 12, 2016, and the minutes of January 21, 2016 as amended. **K. Ugenti seconded. Motion carried.**

5.0 Business Arising

5.1 2016 Directors and Officers (D and O) Insurance

The Board reviewed the costs associated with raising D and O Insurance coverage to 3MM and determined that 3MM coverage should be the level of insurance purchased. Consistent with the commitment to periodically review and tender all suppliers and vendors, the Board determined that an RFP for insurance coverage, 2016-2017, be issued.

6.0 Consent Agenda

J. Gledhill moved to receive the consent agenda. **J. Nemet seconded. Motion carried.**

6.1 Chair's Report

The Chair reminded Board members to confirm their interest in attending one of two conferences: Canadian Federation of Humane Societies' annual conference in April and the OSPCA Conference in June. J. Gledhill, Vice-Chair, confirmed she will attend the OSPCA Conference.

6.2 CEO Report

M. Emo updated the CEO Report, previously circulated, as follows: demand for the Community Assistance Program is high with bookings being made 4-5 weeks in advance of surgery; number of procedures a day is increasing; and having RVTs working to full scope of practice is being assessed.

6.3 Program Reports

J. Nemet asked that a status summary of animal cruelty charges be presented with the Protection monthly activity.

7.0 Committee Reports

7.1 Finance Committee

S. Porcellato, Controller, presented the December Financial Statement noting highlights as follow: the fiscal year closed with a positive variance; revenues overall were on target; bequests totalled \$610,478 of which \$85,777 were directed bequests; investment fees are associated with the equity portfolio.

M. Johnson moved to receive the December 2015 Financial Statements. **J. Gledhill seconded.**
Motion carried.

7.2 Portfolio Review

B. Holton moved to receive the year end Portfolio Review prepared by the Reserve Manager, CIBC Wood Gundy. **M. Moore seconded. Motion carried.**

8.0 New Business

8.1 Board Member Appointment

B. Holton moved to approve Barry Dowd as Board Member, effective Tuesday February 9, 2016. **M. Moore seconded. Motion carried.**

8.2 Development Program

M. Gellatly, Director Development made a presentation on HBSPCA Fund Development. The presentation highlighted current revenue sources that support HBSPCA programs and services, giving trends among demographic groups in Canada and characteristics of donor centered fundraising. Current work underway includes understanding the donor base and what is important to HBSPCA donors. Future discussion will focus on the role of Board members in fund development.

9.0 In Camera: Personnel

J. Gledhill moved the meeting go "in camera". **K. Ugenti seconded. Motion carried.**

J. Nemet moved the "in camera" meeting go "out of camera". **B. Holton seconded. Motion carried.**

10.0 Next Meeting

Tuesday March 8, 2016. 6:00 pm. Stanley Avenue Baptist Church.

11.0 **J. Gledhill moved** to adjourn the meeting at 7:55 pm.