



Hamilton/Burlington SPCA
Board Meeting Minutes
Tuesday, May 9, 2017. 6:00 pm.
HBSPCA, 245 Dartnall Road

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

Welcome

J. Gledhill called the meeting to order at 6:55 pm with quorum in place following an education session on Protection in the community by C. Atrooshi, Agent.

2.0 Approval of Agenda

A. Johnson moved to approve the agenda as presented. **M. Strecker seconded. Motion carried.**

3.0 Declarations of Interest

None reported.

4.0 Approval of Minutes

J. Mullen moved to approve the Board meeting minutes of Tuesday April 18, 2017 noting a spelling correction to be made to B. Holton's name (7.3). **J. Nemet seconded. Motion carried.**

5.0 Business Arising

5.1 Strategic Planning

J. Gledhill will circulate draft vision statements for review at the August Board meeting. The Governance Committee continues reviewing the outcomes of the session in late March and background notes that followed from the facilitator.

6.0 Consent Agenda

M. Strecker moved to receive 6.1 (Report of the Chair), 6.2 (CEO Report) 6.3 (Program Reports) and 6.4 (Strategic Directions Update) in the consent agenda. **D. Brown seconded. Motion carried.**

6.1 Chairs Report

J. Gledhill thanked the staff for hosting the May 2 Open House for the veterinary community and for the knowledge and enthusiasm they shared for the work of the HBSPCA for healthy and safe pet companions.

6.2 CEO Report

M. Emo updated the previously circulated CEO Report, noting that a) a job posting was circulated May 8th for an Agent (contract position) to cover a maternity leave; b) the May 2 Open House for the veterinary community hosted 12 visitors and c) PetSmart Charities of Canada invited the CEO and Animal Care Manager to participate in a video shot on sight at the shelter May 8 to be used for a signature PetSmart Charities fundraising event. At a future meeting, a report on the HBSPCA Days of Caring launch and clarification of what comprises "Education" data (Protection) will be brought to the Board.

7.0 Committee Reports

7.1 Finance Committee

J. Mullen, Chair, Finance Committee, summarised features of the Jan-March 2017 statements noting:

- as the HBSPCA transitions to a new fiscal year (April 1-Mar 31), the statements represent a three month stub report for year end;
- April 1-June 30, 2017, will be the 1st Quarter of the new fiscal year;
- CharityACounts will prepare the year end statements much as they are prepared by the auditors on an annual basis; and
- the reserve transfer will occur in the new fiscal year.

M. Strecker moved that the January-March 2017 stub report be approved. **K. Ugenti seconded.**
Motion carried.

7.2 Governance Committee

M. Strecker summarised the previously circulated report of the Governance Committee highlighting format changes in the Annual General Meeting, new Board member orientation confirmed for Tuesday July 18th to which all Board members are encouraged to attend, Board evaluation underway in May, and letters prepared for Board member applicants.

M. Johnson moved to receive the Governance Report. **K. Ugenti seconded. Motion carried**

8.0 New Business

M. Moore moved to approve Doug Duke and Pearl Wolfe as HBSPCA Members. **D. Brown seconded.**
Motion carried.

9.0 In Camera

None

10.0 Next Meeting

The next meeting of the Board is Tuesday June 13, 2017. 5:45 pm. at the HBSPCA prior the AGM at 6:30 pm.

11.0 **D. Brown moved** that the meeting be adjourned at 7:45 pm.