



Hamilton/Burlington SPCA
Board Meeting Minutes
Tuesday October 10, 2017. 6:30 p.m.
245 Dartnall Road, Hamilton, ON

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

1.0 Welcome

J. Gledhill called the meeting to order at 6:30 p.m. with quorum in place.

2.0 Approval of Agenda

J. Nemet moved to approve the agenda as presented with an addition under 9.0 In Camera (personnel).
P. Wolfe seconded. Motion carried.

3.0 Declarations of Interest

None reported.

4.0 Approval of Minutes

J. Nemet moved to receive the summary notes from the Board, September 12, 2017. **Seconded by K. Ciavarella. Carried.**

D. Brown moved to approve the Board meeting minutes of Tuesday August 8, 2017. **Seconded by D. Duke. Carried.**

5.0 Business Arising

5.1 Bark to the Future Event October 26

J. Stephenson updated the Board on the event site (Ancaster Toyota), live music, beverage options, and silent auction for the Bark to the Future event,

The Board discussed the merits of food choices including meat at public events. Discussion outcomes included the need to develop informed policy on food choices and a vegetarian menu will be requested for the October 26th event.

6.0 Consent Agenda

M. Moore moved to receive the Consent Agenda including 6.1 Chair's Report, 6.2 CEO Report, and 6.3 Program Reports. **J. Nemet seconded. Motion carried.**

6.2 CEO Report.

M. Emo added two points to the previously circulated CEO Report: a) The Consultant's report on the HBSPCA Development Program was received, and is being reviewed; recommended investment in the Development Program for success will be reflected in the budget forecast to be tabled in November; and b) the September shelter activity data for intake, outcomes and S/N surgeries were distributed and briefly reviewed.

7.0 Committee Reports

7.1 Building Committee

M. Emo summarised the work of the Building Committee including the review of submission on the original RFP, selection of architectural firm, and review of renovation options and directions.

K. Reichheld, Manager Animal Care and Adoptions, walked the Board through the renovation features proposed, with a focus on animal and people flow, animal privacy, safety, and kennel options, and quality experience for the animals, volunteers and staff, and customers.

D. Brown moved that the Board approve the design as presented in principle, and the high level order of magnitude estimate currently at \$2.5M. **J. Mullen seconded. Motion carried.**

The Board discussed the balance among options, and amounts, to finance the renovations including reserve funding, capital campaign, and Board member commitments, and the optimal level of funds committed prior commencing renovations. The Board directed that the Finance Committee consider the options and make a recommendation to the Board in November.

8.0 New Business

8.1 Member Application

P. Wolfe moved that Dragina Folvarko, Hamilton, be approved as Life Member. **D. Duke seconded. Motion carried.**

9.0 In Camera (legal, personnel)

M. Moore moved that the meeting go in camera. **K. Ciavarella seconded. Motion carried**

P. Wolfe moved that the meeting arise from in camera. **J. Nemet seconded. Motion carried.**

10.0 Next Meeting

The next meeting of the Board is Tuesday, November 14, 2017. 6:30 pm. at 245 Dartnall Road.

11.0 **J. Stephenson moved** that the meeting be adjourned at 8:45 pm.

MEMO

To: Board of Directors
From: M. Emo, CEO
Date: October 7, 2017
Re: 6.2 Consent Agenda. CEO Report.

The HBSPCA will be working in partnership with Community Veterinary Outreach in Hamilton to deliver preventative veterinary health care (HBSPCA) and/or companion animal support and services (HBSPCA and CVO). Previously, the HBSPCA provided free spay neuter services for companion animals belonging to vulnerable persons. In future and in addition, the HBSPCA will provide the preventative veterinary health care for persons eligible, working alongside social service organizations; this is consistent with bringing services to community, and supporting healthy and safe pets for persons in need. A Partnership Memorandum of Understanding between HBSPCA and CVO is being finalised.

Karen Reichheld, Manager Animal Care and Adoptions was an invited participant to an animal welfare innovation session at Royal Canin on Monday September 25th in Guelph.

The Community Cat Network convened at Hamilton City Hall on Monday September 25th. The gathering was a meet and greet among the full participants and an acknowledgement of their important work to reduce and make safer the street cat population through spay/neuter and rabies vaccination, education, and support to colony caregivers.

The HBSPCA was invited by PetSmart Charities of Canada for the second year to share with PetSmart Charities of Canada staff (October 7) how the Charities' grants support companion animals and their families; PetSmart Charities of Canada staff are significant donors to the charitable giving programs.

In preparation for year end forecast through March 31, 2018, Staff and the finance team are reviewing all program financials and targets, and any course correct requirements. A report will be tabled at Finance Committee early November and subsequently forwarded to the Board.

A report - *The Feasibility of Establishing a City Animal Adoption Service in Partnership with the HBSPCA* - was due at the City's Planning Committee on September 19th; however a new due date will be scheduled.