



Hamilton/Burlington SPCA
Board Meeting Minutes
Tuesday May 8, 2018. 6:30 p.m.
245 Dartnall Road, Hamilton

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

1.0 Welcome

J. Gledhill called the meeting to order at 6:42 p.m. with quorum in place.

2.0 Approval of Agenda

M. Strecker moved to approve the agenda as circulated. **Seconded by P. Wolfe. Motion carried.**

3.0 Declarations of Interest

None reported.

4.0 Approval of Minutes

K. Ciavarella moved to approve the Board meeting minutes of April 10, 2018. **Seconded by D. Duke. Motion carried.**

5.0 Business Arising

None.

6.0 Consent Agenda

M. Strecker moved to receive the Consent Agenda including 6.1 Chair's Report, and 6.3 Program Reports. **Seconded by C. Turner. Motion carried.**

6.1 Chair's Report.

The Chair proposed dates for upcoming Board meetings and the Annual General Meeting. Discussion outcomes included: no July Board meeting, regular Board meeting on August 14, September Board meeting to be held Monday September 17, followed by the Annual General Meeting.

6.2 CEO Report

In response to questions on the Program Reports, M. Emo confirmed a) the Shelter Activity Report is consistent with the new fiscal year (April 2018 – March 2019); and b) the Protection Report data (e.g. 58 orders in 9 cases) does reflect workload and variable workload associated with individual investigations.

An addition to the CEO report included a summary of animal transfers from Hamilton Animal Services (HAS) from 2013 - 2018 for the months January thru April. The data show that while intake generally is trending down, HAS “transfers in” are declining at a higher rate given the City’s adoption program.

7.0 Committee Reports

7.1 Finance Committee

J. Mullen, Chair, Finance Committee, summarised the year end financial report, March 31, 2018, noting a) the operating balance is healthy; b) there is moderate growth in investments; and c) the year ended with a small surplus as contrasted with a projected deficit. The Chair clarified the reserve transfer, a policy that enables the transfer of 5.5% of reserves annually to the operating budget to support the delivery of programs in service to community. The Leadership Team and Charity Accounts were thanked for their careful oversight on the expense side of the operating budget.

The Chair confirmed that the draft auditor’s report will be reviewed by Committee in June and tabled at the Board meeting in August. CIBC Wood Gundy will be invited to the June Committee meeting to review the reserve funds’ status.

J. Mullen moved to receive the report of the Finance Committee. **M. Strecker seconded. Motion carried.**

7.2 Governance Committee

M. Strecker reported that four candidates for the Board were shortlisted for interviews by the Governance Committee. The goal is to table a slate for nomination at the Board meeting June 12.

8.0 New Business

8.1 CFHS National Animal Welfare Conference (NAWC)

D. Duke, M. Strecker and P. Wolfe were invited to share their observations and insights from the conference they attended in Calgary April 21-24. Key learnings include

- a) the level and scope of collaboration for improved animal welfare among diverse organizations was palpable;
- b) the mobilization of significant numbers of volunteers who support the range of services in some rescue groups and societies is inspiring;
- c) the various service models for effective and accessible services are growing, for example, pop up shelters and spay neuter services, mobile services – take services to families and neighbourhoods – and telehealth services;
- d) animal welfare policy, associated regulations, and “who does what” can vary by Province and, within Province;
- e) the Roger Haston (PetSmart Charities) presentation *Innovative Approaches to Helping People and Pets: Bringing it All Together* focused on trends impacting the future, innovative programming and the potential that is untapped in the relationship between animal welfare and veterinary medicine, and
- f) the role of active leadership to nurture and sustain an organizational culture shaped by trust and lived values was instructional.

M. Strecker suggested that the Board develop a food policy for the HBSPCA shaped by respect for all animals.

Presentations are available and will continue to be posted at <https://conference.humanecanada.ca/archive>

8.2 Resolution

The HBSPCA, as a Member of Humane Canada Confederation of Humane Societies and SPCAs, was invited to deliberate on a resolution passed at its Annual General Meeting on April 21, 2018, as have all Members been invited to do.

M. Strecker moved that the HBSPCA abstain from voting on the resolution. **P. Wolfe seconded.**
Motion carried.

9.0 In Camera:

P. Wolfe moved the meeting go in camera. **D. Duke seconded. Motion carried.**
D. Duke moved the meeting go out of camera. **J. Nemet seconded. Motion carried.**

Report of the Chair on the Closed Session

The Chair reported that the Board meeting moved to a closed session at 7:50 p.m. to discuss 2 legal matters. The Board returned to an open session at 8:20 p.m.

The Chair moved that the report on the closed session be approved. **Seconded by J. Nemet. Motion carried.**

10:0 Next Meeting: Tuesday June 12, 2018. 6:30 pm.

11:0 **D. Duke moved** the meeting be adjourned at 8:25 pm.

Minutes Approved: Date
Signature: Maureen Moore, Secretary



MEMO

To: Board of Directors
From: M. Emo, CEO
Date: May 4, 2018
Re: 6.2 Consent Agenda. CEO Report.

There are recent staffing changes among the HBSPCA Team:

- Patricia McMurray joined the HBSPCA finance reporting and accounting Team on April 16th in the role Data Entry Clerk. Patricia has more than 20 years experience at Fortinos in a variety of cash flow and accounts payable roles. Patricia is a long time HBSPCA adopter and a monthly donor. Patricia replaces Josh Evans who is leaving May 11th to take up residence in British Columbia.
- Melissa Boonstra has joined the Team on part time basis as Program Assistant, assisting the growing recruitment and matching of pet visiting volunteers and their companions with pet visiting sites in Hamilton and Burlington. Melissa has been a Reception Volunteer for a year and is a real estate agent with Royal LePage.
- Gemma Miller-Swann is joining the Companion Animal Hospital Team on May 9th, as Hospital Administrator covering a maternity leave. Gemma came to Canada from the UK in January 2018, is a Reception volunteer, and has considerable administrative experience in customer service and property management.
- A Registered Veterinary Technician (RVT) is being recruited for a maternity leave coverage in the Companion Animal Hospital starting this summer.

M. Emo presented at the recent National Animal Welfare Conference in Calgary (April 21-24) of the Canadian Federation of Humane Societies (CFHS). The presentation *Beyond Steering – Education Makes a Difference*, highlighted the goals, experience and outcomes of the Shelter-to-Vet pilot initiative at the HBSPCA in 2015-2016. Adopting pet parents learned about the post adoption requirements of cats and the importance of connecting with a vet for long term preventative care and support. The pilot was a collaboration of the OVMA, Cat Healthy™, Royal Canin and HBSPCA

There is growing interest among national colleagues in the HBSPCA Forever Home program. This program keeps cats and people together by treating largely ambulatory conditions, keeping wanted pets in their safe and loving homes and preventing surrender/intake and sometimes owner requested euthanasia. The CEO is pleased to report that an additional \$10K has been granted this program by a generous donor, bringing the funds that have supported and continue to support this program to \$28,000.

The HBSPCA has been invited to participate in the Annual PetSmart Charities of Canada Golf Tournament, this year at Glen Abbey on May 31st. M. Emo will speak at an evening reception on May 30th and will be joined by other staff. Staff and volunteers, accompanied by 5 dogs, will be available early morning May 30th to meet and greet the players. And, there may be a dog travelling by cart during play. PetSmart Charities of Canada has granted the HBSPCA a generous total of \$175,000 for affordable co-pay spay neuter surgeries for pets and their families in needy neighbourhoods.

The HBSPCA is tracking the impact of fewer animal “transfers in” from Hamilton Animal Services (HAS) in part as a function of the HAS adoption program. There are a few concurrent phenomena to consider for example a) intake overall has been trending down the last 3 years in Ontario and across Canada, particularly early in the calendar year and b) the onset of the surge season – kittens and cats – has been tracking later in the year.

- The HAS has had adoptable pets available at PetSmart in Stoney Creek since Summer 2017. A formal 18 month pilot was approved at City Council in February 2018. The early proposed rationale to the HBSPCA for an HAS Adoption program was staff morale and surge season. The HBSPCA has always believed the best approach to surge is collaborative solution building among all robust rescue and rehoming groups, and, heightened spay neuter investment.
- The HBSPCA did indicate to management and to Council that likely the impact of fewer more readily adoptable pets among all transfers would likely result in a higher burden of care as a result of a changing case mix in the Companion Animal Hospital.
- While it is early days, a summary of HAS transfers January – April for the years 2013-2018 is being finalised and will be sent under separate cover prior the Board meeting as a feature of this CEO report.