



Minutes – Grey Bruce Animal Shelter Annual General Meeting (AGM) – June 20, 2020

Opening Remarks – 2020 AGM

The meeting was held as a virtual meeting.

Total number of eligible members was 44. 29 were in attendance or submitted a proxy so a quorum was reached for the meeting.

- Board Members in attendance at the meeting:
 - Richard Banks (President),
 - Elaine Burrow (Treasurer),
 - Deb Takeda (Secretary – took minutes for the meeting),
 - Katrina Peredun,
 - Tony Kuliha,
 - Lloyd Burrow,
 - Sally Ballard,
 - Kim Hardy,
 - Kim Moffit,
 - Anna Aagard
- 13 proxies applied. (15 Proxies were submitted in total but 2 were cancelled as the people attended the meeting in person).
- 6 people attended the meeting in person (virtually), in addition to the board members.

Opening Remarks

Richard Banks introduced himself as the chair of the meeting and President.

Welcome to our first, and hopefully last, virtual AGM – thank you all for attending and participating. And please bear with us if we run into technical difficulties. After the meeting we'll distribute the Opening remarks and the Treasurer's report to the membership so you can review in case you missed anything due to technical difficulties.

2019..... Another wonderful year!! In 2019 our volunteers and staff found loving homes for 71 dogs, and 69 cats. This included a litter of puppies and several litters of kittens.

We have seen lots of comings and goings this year, animals and people. New volunteers and board members have joined the ranks and long-time volunteers and board members have retired. Retired from the board this year since the AGM: Joan Berta, David Long, Bill Klingenberg, Amie Foster, Laurel Cassolato. → thank you for all your help and dedication.



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Two important volunteers who also retired from active participation but remain as very supportive members and friends are Jan and Nick Sideris who organized and participated in countless community fund-raising events and activities. → thank you Jan and Nick for all your help and creativity

And while talking about volunteers, we want to take a moment to acknowledge the recent passing of one of our very dedicated long-time volunteers. Richard (Rich) Pierson braved all kinds of weather to drive from the Port Elgin area to the shelter to walk dogs, for close to 10 years. He retired from dog-walking in 2019 but did drop in to visit his furry friends occasionally afterwards. He was always cheerful and will be missed by dogs and people alike.

The following people have joined the board to fill vacancies, since the 2019 AGM: Kim Moffit, Tony Kuliha, Katrina Peredun, Anna Aagaard → thank you for stepping up.

Our staff also changed. Kelly McKay left as shelter manager but remains a strong supporter as a GBAS member. Sharon Clement joined Sidony Bannon as Shelter Supervisors and Amanda Sergeant was hired to provide backup. Overall staff hours have not increased significantly but this allows for more backup and a better distribution of the hours. We have also evolved the afternoon/evening shift from primarily a dog-walking shift to one that includes an afternoon feeding so only one feeding needs to be done in the morning. This change also allows us to take advantage of afternoon bookings with the veterinarians and allows us to arrange after hours adoption and surrender visits.

This was also the year where the Blue Mountain Animal Shelter decided to entrust us with their remaining cats when they made the difficult decision to close their doors. Their members have become welcome supporters of our shelter!

As part of this we also absorbed The Cat's Meow, a thrift shop started by Blue Mountain and run entirely by volunteers – all proceeds go to the shelter! It has been closed due to COVID 19 but we are excited to announce that we will be opening 2 days a week, Tuesdays and Saturdays, starting the first Saturday in July. The store accepts and re-sells donated, gently used, small household furnishings, excluding fabric items. For anyone who hasn't visited the store, it is located in Meaford, details are available on the website.

Finally, donations of time, goods and dollars were wonderful in 2019. Just to highlight a few examples:

- Through the efforts of one of our supervisors, Sharon Clement, we received a donation of furniture from *Bayside Chrysler Dodge Jeep Ram* when they changed location. Donation of time from Sharon and a crew of volunteers allowed us to spruce up the shelter and give it a fresh, modern look.



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- Tony Kuliha and his wife Tracey initiated a project to raise funds for the purchase of a much-needed new washer and dryer for the shelter, much of it from bottle returns! With the help of *Square Deal Neil's* in Southampton, it all came together!
- We had a new outdoor sign installed by *Sign Street* which really helps people finding our shelter.
- A generous donation by Lloyd and Elaine Burrow allowed us to complete the expansion of the ten dog runs so the dogs are able to move around more, and can go easily between the shelter, a covered outdoor space, and an open outdoor space. See pictures of the final results on our website.
- Other supporters have come up with creative initiatives in memory of dear departed pets such as the “Gus Memorial BBQ” and the “Play a Round for Jeeves” golf weekend.
- Some very creative volunteers such as Lauretta Ball, Kim Moffit, Jan Sideris and Laurel Cassolato marshalled their crews and organized their own very successful tables at community events or stand-alone events to raise funds
- A request on-line for several items including cleaning supplies, kitten and cat food and kitty litter was responded to with enthusiasm particularly over the holiday season.
- We rely heavily on the support of our community. Several corporate partners such as:
 - Habitat For Humanity ReStore,
 - Peninsula Ford,
 - Global Pet Foods,
 - Pet Valu in Owen Sound,
 - Lois Taylor of D.C. Taylor Jewellers,
 - McDougall Energy,
 - Sun Times and
 - Grey Bruce Pet Hospital, (who also is one of our primary vets)
 -

made substantial donations to our shelter and in some cases hosted events or contests to bring in even more funds. For this we, and the animals, are very grateful!

Even some kind-hearted young children have requested donations to the shelter rather than gifts at their birthday parties.

And saving the best for last, OUR VOLUNTEERS! They are the life blood and glue of our shelter! Our volunteers work tirelessly to assure the animals in our care receive the best opportunity for a happy life when they leave our shelter. A Big THANK YOU to all of our volunteers!!!



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2020 is looking to be a good year in spite of the disruption due to COVID 19. Our staff and volunteers have done a splendid job of continuing to provide our services to the community while also carefully complying with COVID 19 provincial restrictions. They are following procedures to keep everyone safe and socially distant. They are scheduling volunteers in a way to minimize contacts. In the early period of the lockdowns one of our volunteers, Dave Cranny, graciously agreed to stay at the shelter, isolating with the animals in case it reached a point where we couldn't get a lot of people in to help. The shelter has been closed to drop-in traffic and operating "by appointment only" --- this has resulted in a quieter building, and calmer animals, but we still are processing many surrenders and adoptions. People do still come by with donations or make them on-line or by post. **Sometimes less is more!**

This year, many of our fund-raising events have been or will likely be cancelled. Therefore, we are pursuing more grant opportunities as well as on-line alternatives such as auctions of donated goods.

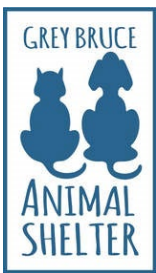
Fortunately, we did have a very successful fund-raiser early in the year, The Chocolate Lovers Event, organized by members of the community and volunteers, which has really helped us out. Many thanks to Chocolate Lovers Lois Taylor, Traci Smith, Lisa LaPierre, Danita Todd, Joy Jackson, Christie Leeder and Belinda Bowler.

Additionally we have received some very generous donations, including one that has enabled us to start on our new catio project that will make the outdoors accessible from all of our cat rooms rather than just one.

In addition to the catio project we are making plans to make better use of the land we have around the shelter, year round. To this end we are drawing up designs and soliciting funding to cover the cost of the following projects:

1. A project to install additional fencing in order to create larger areas for the dogs to run south of the building. The new fencing would also enclose areas around the outdoor pens so that if a dog gets loose while being transferred from one spot to another or if we have a "climber", they can't get to the road or parking area.
2. A project to install a covered area over the large pen to the North of the building, large enough to exercise and show the dogs in winter when the snow is too deep and the road too dangerous for walking. Currently, it is very difficult to get the dogs out for exercise in the winter, especially in the evening when it gets dark very early. This leads to frustration and unnecessarily dangerous situations for both handlers and dogs.
3. A project to replace the much patched outdoor dog pens behind the building. Many volunteers have the scars from bumping their heads against the tops of the gates or catching on the edges of the narrow openings as they exit the pen with an overly enthusiastic dog!

There is always lots to do! If you have any suggestions for funding, projects or for accomplishing these goals contact us through the shelter email.



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Main Agenda Topics

And now on to the Agenda.... It was announced that because of the nature of the meeting - silence is consent. “When we have a motion, we will be asking for any objections.”

Participants could either object by voice, or by sending a chat message from their computer/tablet/smartphone to the organizers. Participants, other than the presenter, were muted to prevent feedback and background noises but were unmuted for questions and voting.

1. The minutes from the 2019 AGM have been available on our website since the start of 2020. They can be found on the Events tab.

Richard made a motion that the 2019 AGM Minutes be approved as submitted.
Seconded by *Lloyd Burrow*.

Any objections? At this point, everyone was unmuted. *There were no objections* → *motion passed*

2. The final 2019 Financials for the shelter have been available for a couple of weeks on the website on the Events tab. Elaine Burrow, our treasurer, presented the following Treasurer’s Report:

Treasurer’s Report - June 20, 2020

BDO Canada LLP Chartered Professional Accountants have audited the Financial Statements which include the Statement of Financial Position, the Statements of Operations, Operating Fund, Internally Restricted Fund and Cash Flows for the year ended December 31, 2019.

In common with many charitable organizations the Grey Bruce Animal Shelter derives revenue from donations and fundraising, with verification being limited to the amounts recorded in the records of the organization.

Their Report provided a “Qualified Opinion” which is standard among charitable organizations where revenues are not susceptible to satisfactory audit verification. Their report stated that except for the possible effects due to the identified limitations, the financial statements present fairly, in all material respects the financial position of GBAS as at



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December 31, 2019 and its statement of operations and statement of cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

The Statement of Operations (Page 6) (Income and Expenses) shows total income of \$203,269 compared to \$121,824 in the previous year. The increase in revenue of \$81,445 is a result of increases in some categories and decreases in other.

- Donations were higher in 2019 by \$74,324. This increase was a combination of the \$25,000 received from the Blue Mountain Animal Shelter, the donation for the completion of the 10-dog kennel expansion as well as increase in corporate and individual donations. It is interesting to note that donations coming in through CanadaHelps and other online sources have increased over the previous year and it appears that trend is continuing into 2020.
- Revenues from fundraising increased by \$17,037 over the previous year. With the increase in fundraising income there was also an increase in fundraising expenses of \$4,727.
- There was grant income reported in 2018 which related to funding from Youth Employment Services to hire younger people. We did not participate in that program in 2019.

The expenses for the year 2019 are comparable to the previous year with some exceptions.

- Capital expenditures for 2019 included the completion of the Kennel project which included installing the 10 actual dog runs, adding exterior doors at the end of the original kennels providing the dogs more room to move around. In addition, a new outdoor



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sign was installed as well as the purchase of new commercial washer and dryer for the shelter.

- The medical expenses increased from \$34,509 in 2018 to \$42,773 in 2019. This was due to having a few animals that required additional care and surgeries to improve their life and to ensure that they were adoptable.
- The cost that shows for salaries and benefits in 2019 is \$45,645 as compared to the net amount for last year of \$40,433. The amount for 2018 reflects salaries for 9 months whereas 2019 is for the full calendar year. Some of the increase also relates for additional time to have an afternoon shift to better care for the animals.
- On an overall basis the net results for the year indicates that we received \$20,691 more in revenues than what our expenses were.

STATEMENT OF FINANCIAL POSITION (Page 4)

- The Statement of Financial Position reflects our Assets and Liabilities with the difference between the two being reflected as Net Assets
- Our Assets are comprised of Cash and a receivable for the recoverable portion of the HST.
- The cash in the bank has decreased but that is because we transferred \$50,000 from the bank accounts and invested them into some short term GIC's in order to earn interest. Overall, our cash position has increased by \$19,746 which is basically what is reflected on the Statement of Operations.

RESTRICTED FUND ACCOUNT

- The Net Assets are broken into 2 categories. One is the Operating Fund and the other is the Internally Restricted Fund.



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- The Internally Restricted Fund account was set up to have funds available to fund major repairs, renovations and to replace capital assets when needed such as furnaces, air conditioner, generator, vehicle etc. In addition, portions of future projects are also being allocated to be paid from this account. A Policy is in place that provide details as to what and when funds are to go into this Fund and what expenses can be paid from this Fund. Currently there is \$80,248 allocated to this fund and projected expenditures at this time are \$143,000.
- This fund was set up to ensure that money will be available when needed and to ensure that the Shelter will continue to be a viable operation.
- This ends the Treasurer’s report. I move that the auditors’ report be adopted as presented.

Any questions before we move to approve the report? There were no questions.

Motion to accept the 2019 financials by Elaine Burrow.
Seconded by *Kim Moffit*

Any objections? At this point, everyone was unmuted. There were no objections. → motion passed.

3. Motion to appoint BDO Canada to complete the 2020 financial statements
Elaine Seconded by *Anna Aagaard*.

- *Any objections? There were no objections → motion passed.*

4. Richard introduced the slate of directors, which was communicated in the AGM notice.

Richard Banks – (President),
Elaine Burrow (Treasurer),
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Tony Kuliha,
Katrina Peredun,
Anna Aagaard

We do currently have vacancies on the board and would encourage any of our members who are interested in lending their talents and expertise to our board to contact us for a nomination form.

5. Any Questions? At this point, everyone was unmuted. No questions.
6. Closing Remarks by Richard - Thank you for your participation and your patience.
7. Motion to adjourn by Deb Takeda,
Seconded by *Tony Kuliha*.
Any objections? There were no objections. → motion passed and meeting adjourned.