

# THS Board Meeting (#8)

## Minutes

Tuesday, March 31, 2020, 6:30 pm

By Teleconference

**Present:** Shelley Austin, Malcolm Bernstein, David Bronskill, Martin Buckle, Krista Bulmer, Mark Dilworth, Kathy McDonald, Bronwen Morgan, Emily Pang, Dominique Rousselle, Stephen Steele, Elaine Wong, Angela Young

**Regrets:** Peter Newell, Chris Wood

**Staff:** Jacques Messier, CEO; Phil Nichols, COO; Carol Boulding, Director, People & Culture, Claudette Turner, Manager, Executive Department (Recording Secretary)

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Malcolm Bernstein called the meeting to order at 6:35 pm.

### **1. Regular Business**

- 1.1 THAT the Agenda be approved as amended on consent.
- 1.2 THAT the Minutes of the February 25, 2020 meeting be approved.

Moved: Bronwen Morgan                      Seconded: Kathy McDonald                      **Carried.**

### **2. Operations Update**

Phil Nichols updated the Board on the status of operations during the COVID-19 pandemic.

Every effort is being made to get the animals in the shelter adopted or fostered. Currently there are 250 animals in foster. Phil and his team are looking into ways to adopt directly from foster, and new guidelines are being developed for that purpose.

Work has begun on service continuity models including the food bank program and telemedicine.

Other initiatives include streamlining foster systems, consultations, training teams, public service programs and administrative processes.

Phil responded to the Board's inquiries regarding intake, kitten season, and sending medication to foster caregivers. Phil also noted that an overstock of masks will be deployed to first responders. On behalf of the Board, Malcolm congratulated the management team on their dedicated work and creative initiatives during these trying times.

### **3. *HR Update***

Carol Boulding provided an update regarding staff engagement, retention and morale; productivity; labour relations; performance management; and employee communication.

Government financial assistance will be available to charities although it is unclear at this point to what extent the Society will be eligible for this assistance.

The Board expressed concern about expenses during this period when revenue will be significantly under budget.

On behalf of the Board, Malcolm thanked Carol for her comprehensive overview.

Malcolm congratulated Jacques, Phil, Carol and the entire team for the tremendous work they are doing in unprecedented circumstances.

### **4. *CEO Report***

Jacques Messier responded to the Board's inquiries about fundraising opportunities. Jacques advised that a recent fundraising eblast raised \$100,000. The Society's investment in social media is seeing success.

### **5. *Financial Update***

Jacques reported on the Society's financial position. Fundraising is slightly below budget, and so are expenses.

Jacques reviewed the cash flow projections. During the current situation, he is forecasting lower revenues than budgeted, despite continuing expense reductions. Jacques will provide a monthly cash flow statement going forward.

Details of the federal Government's Canada Wage Emergency Subsidy program have not yet been released, and it is hoped that the Society will qualify for this relief to offset wages and salaries during the mandated closures affecting the Society.

Jacques will advise Angela Young of the interest rate on the Society's line of credit.

Jacques will distribute the amended budget to the Board.

## **6. Committee Reports**

**Governance/Executive Committee** – Malcolm advised that the Governance Committee's recent focus has been on the impact of the corona virus on staffing, operations and financials.

**Animal Welfare Committee** – Bronwen Morgan presented the Shelter Admissions policy on behalf of the AWC. She commended Phil Nichols, Angela Young, Dominique Rousselle and Mark Dilworth for their invaluable work in developing the policy.

6.1 THAT the Shelter Admissions policy be approved as distributed.

Moved: Bronwen Morgan

Seconded: Dominique Rousselle

**Carried.**

It was suggested that the Shelter Admissions policy be posted on the Society's website. The AWC will begin work on the Foster policy next.

**Volunteer Committee** – Martin Buckle advised that the foster volunteers would enjoy an increased sense of community and management is working on ways to enhance communication between volunteers and managers.

**Advocacy Committee** – Martin Buckle advised that Government committee meetings have been put on hold and that it is unclear when the BSL and Bill 156 will return.

**Board Recruitment** - Krista Bulmer reported that several candidates have expressed interest in Board positions in advance of the April 23 Board nomination deadline.

**AGM Update** – Claudette Turner reported that the City of Toronto has closed public events to the end of June, which will impact the Society's Open House and AGM. Claudette was asked to work with Krista Bulmer, Peter Newell and David Bronskill to develop AGM meeting alternatives for the Board's consideration. Meanwhile, Claudette requested approval of the Notice/Agenda and Form of Proxy, pending the aforesaid recommendations.

6.2 THAT the AGM Notice/Agenda and Form of Proxy be approved, subject to amendment pending recommendations to the Board to comply with government regulations surrounding the corona virus pandemic.

Moved: Bronwen Morgan

Seconded: David Bronskill

Carried.

**7. Next Meetings**

Tuesday, April 28, 2020, 6:30 pm

Tuesday, May 26, 2020, 6:30 pm

**8. In-camera**

The Board moved in camera at 8:15 pm and rose at 8:30 pm.

**9. Adjournment**

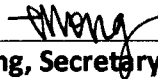
The meeting adjourned at 8:30 pm.



Malcolm Bernstein, Chair

JULY 8, 2020

Date



Elaine Wong, Secretary

JULY 9th 2020

Date