

THS Board Meeting (#2)

Minutes

Wednesday, July 6, 2016, 7:00 pm
11 River Street, Toronto, Ontario

Present: Gillian Armstrong, Shelley Austin, Shannon Cameron, Amanda Frank, Lisa Gibbens, Cathy Kinloch, Kathy McDonald, Bronwen Morgan, Diana Pizzola, Andy Robling, Dominique Rousselle, Stephen Steele, Monika Sudds, Keren Troyna

Regrets: David Bronskill

Non-voting: Jacques Messier, Claudette Turner

1. Regular Business

Bronwen Morgan called the meeting to order at 7:05pm.

- 1.1 THAT the agenda be approved.

Moved: Gillian Armstrong Seconded: Shelley Austin **Carried.**

- 1.2 THAT the minutes of the June 13, 2016 Board meeting be approved.

Moved: Shelley Austin Seconded: Monika Sudds **Carried.**

- 1.3 THAT the memberships dated June 14 – July 6, 2016 and all timely renewals received in the past month are hereby approved.

Moved: Kathy McDonald Seconded: Dominique Rousselle **Carried.**

Kathy McDonald offered to call and welcome the new members.

The next Board meeting was scheduled for Thursday, August 11, 2016 at 7:00 pm.

2. Officers

Stephen Steele spoke with Tiffany Wong and confirmed her willingness to continue to serve as Assistant Treasurer.

- 2.1 THAT Tiffany Wong be appointed Assistant Treasurer.

Moved: Dominique Rousselle Seconded: Kathy McDonald **Carried.**

3. *Committees & Task Forces*

The Board discussed the role of Committees (which have an ongoing mandate) and Task Forces (which have a specific objective). Each discusses/researches issues and may consult staff, then circulates reports and/or recommendations in advance of Board meetings. They can identify issues and bring them to the Board; the Board can also refer issues and detailed questions to the appropriate Committee or Task Force. This allows Directors to provide input on items of interest to them while freeing up Board meeting time for decision making. The Board asked for volunteers to serve on the following Committees/Task Forces:

- **Animal Welfare Committee:** Gillian Armstrong, Shelley Austin, Amanda Frank, Kathy McDonald, Bronwen Morgan, Diana Pizzola, Dominique Rousselle, Monika Sudds. Staff liaison: Phil Nichols. First meeting set by: Bronwen Morgan.
- **Annual General Meeting Task Force:** David Bronskill, Lisa Gibbens, Cathy Kinloch, Andy Robling. Staff liaison: Claudette Turner. First meeting set by: Lisa Gibbens.
- **Audit & Finance Committee:** Gillian Armstrong, Shannon Cameron, Stephen Steele, Tiffany Wong, Angela Young. First meeting set by: Stephen Steele.
- **Facilities Committee:** Gillian Armstrong, David Bronskill, Shannon Cameron, Dominique Rousselle, Stephen Steele, Keren Troyna. Staff liaison: Jacques Messier. First meeting set by: Gillian Armstrong.
- **Governance Committee:** David Bronskill, Lisa Gibbens, Kathy McDonald, Bronwen Morgan, Andy Robling. First meeting set by: Lisa Gibbens.
- **Issues Oversight Committee:** Amanda Frank, Cathy Kinloch, Diana Pizzola, Dominique Rousselle. First meeting set by: Diana Pizzola.
- **Strategic Planning and Budget Task Force:** Shannon Cameron, Lisa Gibbens, Cathy Kinloch, Bronwen Morgan, Diana Pizzola, Andy Robling, Dominique Rousselle, Stephen Steele. Staff liaison: Jacques Messier. First meeting set by: Lisa Gibbens.

The Board discussed some difficulties encountered at the 2016 AGM, including inappropriate behaviour by some members and candidates, and the materials circulated by various parties both by mail and online. Concerns were raised that their negative tone and misleading content could damage THS' reputation and discourage members, volunteers and donors. The Board convened a Task Force to look at ways to encourage respectful behaviour, while ensuring concerns are heard and maintaining a democratic election.

- **Task Force on Electoral Reform:** Shelley Austin, David Bronskill, Shannon Cameron, Lisa Gibbens, Cathy Kinloch, Kathy McDonald, Bronwen Morgan. First meeting set by: Lisa Gibbens.

4. CEO Report

The CEO informed the Board of the potential for a lockout at Canada Post; the impact on fundraising should be minimal, so long as the disruption is not prolonged. A change in ownership at PetSmart has led THS to work with the Bissell Pet Foundation to sponsor the annual mega adoptathon this year. The Board asked that staff give a presentation on the mega adoptathon – including its processes, outcomes and impacts – at the next Animal Welfare Committee meeting.

Jacques Messier outlined some recent renovations to the shelter to improve canine enrichment and behaviour, and to increase retail space. In response to questions, the CEO indicated that staff are reviewing the canine behaviour program; the report and recommendations will be brought to the Animal Welfare Committee in four to six weeks. After discussing an individual caretaker’s difficulty with a walk-in TNR appointment, the CEO will talk with staff to see if this is an ongoing concern.

A vet technician and ACW are now on staff overnight, to allow for two-hour kitten feedings and to monitor animals that need overnight medical care. A supervisor and veterinarian are also on call for emergencies. Questions about the dog parks were referred to the Facilities Committee, and the HR policy manual will be reviewed by the Governance Committee. A request was made to add HBSPCA to the list of organizations offering spay/neuter on THS’ website; and that the monthly communications report be expanded to include outputs: a list of stories pitched, to which media, and the result.

The Board moved in camera at 8:46pm to discuss the CEO’s quarterly objectives.

5. Adjournment

5.1 THAT the meeting be adjourned at 9:14pm.

Moved: Diana Pizzola

Seconded: Kathy McDonald

Carried.

Bronwen Morgan, Chair

Lisa Gibbens, Secretary

Date

Date