

THS Board Meeting (#3) Minutes

Tuesday, October 25, 2022, 6:00 pm
In-Person and via Teleconference

Present: Angela Young, David Bronskill, Bronwen Morgan, Damian Creber, Krista Bulmer, Martin Buckle, Josh Shanahan, Jennifer Dernek, Charissa Lai, Yusef Hafez, Mark Dilworth, Peter Newell, Nabila Tisha, Nicholas Kanhai, Malcolm Bernstein

Regrets: Angela Young, Mark Dilworth

Staff: Jacques Messier, Claudette Turner, Allen Jay G. Domingo

Martin Buckle called the meeting to order at 6:02 pm.

1. Regular Business

- 1.1 With the consent of the meeting, the agenda was approved.
o Martin Buckle motioned. Damian Creber seconded.

Carried

- 1.2 The Board consents to approve the 27th September 2022, meeting minutes.

- o Martin Buckle motioned. Bronwen Morgan seconded.

Carried

- 1.3 The Board consents to approve memberships

- o Martin Buckle motioned. Josh Shanahan seconded. **Carried**

- 1.4 Josh Shanahan kindly volunteered to call new members

2. People and Culture Presentation

Carol Boulding presented a framework to initiate discussion about succession planning. The Board will discuss further. Carol was thanked for her work on this presentation.

3. CEO Board Report

Jacques Messier reported that fundraising revenues are below budget but ahead of this time last year.

The Board discussed the timing of the 2023 AGM and agreed that a late summer date works best to accommodate KPMG's completion of their audit.

A brief discussion took place regarding whether to hold the meeting virtually or in person.

4. Board Retreat

The Board discussed the retreat on November 5, 2022. Jacques Messier indicated that additional information will be forthcoming in the week.

5 Committee Reports

5a. Development Committee

The Board moved to approve the revised Terms of Reference for the Committee.

Peter Newell motioned. Krista Bulmer Seconded. **Carried**

Nabila Tisha advised that as part of some grant applications, there is a form included requesting personal data on Board members. The form will be sent to Board members for completion.

5b. Governance Committee

The committee discussed Human Resource matters with Carol Boulding.

David Bronskill recommended for committees to ensure their Terms of Reference are consistent with the Society's by-laws.

5c. Finance & Audit Committee

Charissa Lai noted that terms of reference for the Finance and Audit committee are not fully consistent with the Society's by-laws. It was suggested that committee terms of reference be posted when approved.

The Finance and Audit Committee has started the process of preparing for the budget for the 2023 fiscal year. Tegan and Phil have had conversations with Angela and Damian to start the budget process, and analysis.

A Call for members to join the Finance & Audit Committee was made.

5d. Facilities Committee

Jacques Messier provided a brief update regarding the status of the basement.

5e. Animal Welfare Committee

The committee's work plan for 2023 is moving along well. The euthanasia policy and the Adoption policy were discussed.

Martin Buckle reminded the group of BSL month. Board members can find details on THS social media.

6. Other Business

Nicholas Kanhai noted that several Board members have had challenges accessing the files on Teams. Group discussion was encouraged on other avenues to access files. Jacques Messier to contact Azeem for IT resolution. There was a reminder that sending all material to Board members a few days in advance of meetings would be helpful while being mindful of security and confidentiality.

7. Next meeting

The board confirmed the next meeting for November 29th, 2022.

8. In Camera

The Board moved in-camera at 7:35pm

9. Adjournment

The meeting adjourned at 8:03pm

Martin Buckle, Chair

Peter Newell, Secretary

Date

Date