

**Humane Society Yukon
Board of Directors Meeting**

May 21, 2015
76 Keewenaw Dr., Whitehorse, YT

Minutes of Meeting

1. Quorum and Call to Order

In Attendance:

President Brent Slobodin; Vice President Paddy Colfer; Treasurer Anne Cofer; Secretary Belinda Watson; Directors Amy Andison and Catherine Newsome; Shelter Administrator Betty Irwin and Project Manager Linda Priestley

Regrets:

Directors Heather Gordon and Vanessa McDonald

A quorum being present, the meeting was called to order by Brent at 7:07 pm.

It was noted that Linda had adjusted her board resignation date from May 31 to May 18 in order to take on the position of Project Manager at the shelter. In addition, Catherine Newsome and Vanessa McDonald were both offered director positions, with both accepting on May 18.

2. Meeting Agenda

a. Additions

i. New Business:

- Dexter
- Request from Gerry Steers
- Grant Applications
- Memorandum of Agreement with City of Whitehorse

b. Acceptance of Agenda

Motion:	To accept the agenda as amended.
Proposed:	Paddy
Seconded:	Anne
Vote:	All in favour; none opposed

Motion Carried

3. Minutes of Last Meeting (April 23, 2015)

a. Errors/Omissions

i. None

b. Acceptance of Minutes

Motion: To accept the minutes as presented.
Proposed: Amy
Seconded: Paddy
Vote: All in favour; none opposed

Motion Carried

4. Reports

a. President

There was no report from the president.

b. Treasurer

Anne noted that April was an overall loss, which was expected based on the budget. We are waiting for the bookkeeper to finish up her work so that it can be passed along to the accountant for her to produce the year-end financials. It was noted that due to recent changes in the board's executive group, there was a need to change signing authorities.

Motion: To accept the Treasurer's Report as presented.
Proposed: Belinda
Seconded: Paddy
Vote: All in favour; none opposed

Motion Carried

c. Shelter Manager

The Shelter Manager's Report is attached.

Motion: To accept the Shelter Manager's Report as presented.
Proposed: Anne
Seconded: Catherine
Vote: All in favour; none opposed

Motion Carried

d. Shelter Project Manager

Linda suggested that the board begin working on a process for tracking memberships and also look into revitalizing the kennel sponsorship program. Belinda indicated that this was on the list of items for the various board committees to tackle. Linda also expressed concern as to the current computer setup at the shelter and said that she would ask her son-in-law to take a look and see what could be done. Belinda agreed to assist. Linda also noted that she and Betty had discovered some files on an in-house spay/neuter program that would need to be reviewed.

Motion: To accept the Shelter Project Manager's Report as presented.

Proposed: Anne

Seconded: Catherine

Vote: All in favour; none opposed

Motion Carried

5. Business Arising from Minutes

a. Raffle Tickets Update

Linda estimated that we had sold approximately 60% of the raffle tickets and that she was working with Betty on the details for the See Spot's Run event on May 28, which would include the raffle draw.

6. New Business

a. Committees and Primary Contacts

Belinda noted the need to revitalize the board committee structure and indicated that she would distribute the list of committees and ask for volunteers to serve on and chair the committees.

Action: Belinda

b. WildApricot (Membership Management Software) Price Increase

It was decided that this would be discussed at the next meeting.

c. Shelter Closure Policy

It was noted that a shelter closure policy is needed to ensure consistent practices. Betty will follow up with the vet regarding the decision to re-open the shelter.

d. Adopting an Animal in Foster Care Policy

Paddy is working on a foster care policy. Once this policy is complete, procedures will be put in place at the shelter to ensure that the policy is followed.

e. Dexter

As mentioned in the shelter report, multiple local dog trainers have reported that one of the dogs at the shelter, Dexter, is unadoptable due to aggressive behaviour. Staff at the shelter will ensure that he does not come into contact with the public.

f. Gerry Steers Request

It was noted that Gerry Steers, who photographs the dogs and cats for promotion on the HSY website, has requested that she be credited when those photos are used in the newspaper. Betty said that she would contact the *Yukon News* and request that be done.

Action: Betty

g. Grant Applications

Paddy identified a number of grant applications that he is working on and requested that the most recent financial reports be sent to him as soon as possible for inclusion in those applications. Anne indicated that she would do so.

Action: Paddy & Anne

h. MOA with City

Betty agreed to look at the City of Whitehorse's animal bylaws to get a better understanding of where the City's responsibilities lie.

Action: Betty

7. Next Meeting

The next meeting of the Board of Directors will be held on June 18 at 7:00 pm at 76 Keewenaw Dr.

8. Adjournment

The meeting was adjourned at 9:31 pm.