

**NS SPCA Provincial Board of Directors Meeting  
January 25, 2016  
Minutes**

Elected Board	Present	Regional Representation	Present	Appointed Reps	Present
Jim Kochanoff (C)	X	Cape Breton & Victoria (Barbara Tryon)	NN	Barry McCarthy (DNR)	X
Charl du Plooy (T)	X	Hants & Kings (Daphne Moore-McKnight)	X	Dr. Troye McPherson (NSVMA)	NN
Sarah Oliver (S)	X	Lunenburg & Queens (Brian Keneflick)	X	Dr. Merridy Rankin (DOA)	X
Judy Layne	X	Yarmouth & Digby (Gail Melanson)	X	Staff Reps *	Present
Cara Boston	X	Cumberland & Colchester (Leah McDonald)	X	Elizabeth Murphy (CEO)*	X
Tom Wile	X	Guysborough & Pictou	N/A	Karen DeWolfe (Controller)*	X
Susan Tate	NN	Inverness & Antigonish (Raylene Dewan)	X		

\* Non-voting / NN – No Notice / C – Chair / T – Treasurer / S – Secretary / CEO – Chief Executive Officer/Proxy – when a branch is represented by another branch per the governance model (i.e. Lunenburg representing Queens)/SMT – Senior Management Team/PO-Provincial Office)

**I. Welcome & Check-In (7:00pm)**

**II. Confirmation & Approval of Agenda**

- Charl moved to defer the discussion of the 2015 results and the 2016 budget to a Special Meeting in February 2016
- Elizabeth to review the 2015 results and the 2016 Budget with the Executive prior to the Special Meeting
- Discussion surrounding the timeliness of the information received – Elizabeth agreed to plan to send information piecemeal if necessary going forward to give people more time to digest the information.
- Introduction of the new member Merridy Rankin, new rep for Farm Animal Welfare Inspector
- Brian noted that he will be stepping down from the Board at the AGM and a new individual has been identified to step up to take his place on the Board.

**III. Approval of the November 30, 2015 minutes**

- Judy moved to approve the November 30, 2015 minutes

### III. Reports

#### ▪ Policy amendments

- Management and staff had reviewed the policy manual to make sure policies were consistent across all locations and to also put in a new policy where a need was identified
- Hours of Operations – goal is to have the shelters working on these hours by the spring to make them more accessible to the public. Policy to be updated to reflect that the hours are for shelter based branches.
- Long term residents – goal is to have more transfers between branches by ensuring that cost recoveries are appropriately allocated to the branches that incur the related veterinary costs. Policy to be updated to reflect that a ‘review/consultation of the animal’ will be completed at the stated timelines. Elizabeth to discuss with Branches (including Fosters) and also review the typical adoption timeline for a dog to see if the stated timelines are reasonable.
- Spay/Neuter – goal is to increase animal flow and utilize the services that the SPCA has in-house. Elizabeth to review the wording and include a phrase related to ‘where it can be shown to be more cost effective’ the in-house services can be made.
- Remainder of policies to be reviewed at another meeting.

#### ▪ 2016 Strategic plan initiatives

- Update on the mobile clinic since the discussion in November 2015 meeting
  - Ready to put forward a case to the NSVM for the mobile clinic
  - The mobile clinic would not be a business, it would be part of the charitable operations
  - Questions surrounding the feedback from other groups that use a similar unit – Elizabeth has not had detailed conversation related to strengths and risks at this time.
  - Discussion surrounding the use of the mobile unit in communities outside the HRM and the partnering with other rescue groups.
  - Judy agreed to send some thoughts on her suggested edits.

#### ▪ CEO report

- Discussion related to specific items included in the CEO report and questions posed to Elizabeth.
- Discussion related to the status of the merger – operationally most branches have been incorporated.
- Update to AGM date to be made to April 24, 2016
- Agreed to discuss Affinity Renewables during budget discussions

#### ▪ Development and Communications committee update report – Cara Boston

- Minutes of the meeting were circulated
- Recap of the Soiree was completed at the last meeting. The plan is to have another event next year on December 1<sup>st</sup>.
- New volunteer positions to be recruited for the Committee

- **Investment Committee report – Tom Wile**
  - We received comments from various members which will be incorporated into the final draft
  - Socially responsible investments topic discussed – ‘best efforts’ wording to be used in the proposal for the manager
  - Once edits have been incorporated, we can do an email vote so that we can start on a proposal

**IV. New Business**

- Elizabeth to ask for suggestions for the afternoon topic at the AGM.
- Judy to contact all Board members to ensure they are willing to commit for another year.
- Board members to provide feedback to Elizabeth on the policies by Friday, January 29, 2016.
- Discussed the frequency of Board meetings – to be discussed at a future time.

**V. Adjournment**

- Meeting adjourned at 9:00pm

**VI. Next Meeting**

Next meeting to be held Monday, February 22, 2016 at 7:00pm