



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

Annual General Meeting (AGM) Minutes - June 21, 2023 7 PM

The meeting was held as a virtual meeting.

Attendees: Elaine Burrow, Anna Aagaard, Tony Kuhila, Deb Takeda, Kim Weller , Carol Holland, Kelsey Brown, Sally Ballard, Lloyd Burrow, Katrina Peredun, Joan Berta

Quorum: There are 24 Grey Bruce Animal Shelter voting members. Required quorum for the AGM is 11 attendees. There were 11 attendees plus 3 proxies submitted to vote by Elaine Burrow, so quorum was achieved.

Chairing Meeting: Richard Banks, President, sent his regrets as he was unable to attend due to an emergency. In his place Anna Aagaard, board member, chaired the meeting.



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

Opening Remarks – President’s Report:

Anna A. presented the following report:

Welcome to our fourth virtual AGM. We thank you for attending and participating and please bear with us if we run into any technical difficulties. After the meeting, we will distribute the opening remarks and the Treasurer’s report to the membership so you can review them in case you missed anything. Also, we ask that you please hold any questions until the end. I’ll let you know when the floor is open for questions.

2022 was a successful year for the shelter - we found loving homes for 124 cats and 50 dogs, including a number of animals transferred from other shelters. In addition to the animals housed at our shelter, we continued to foster animals in need of extra care, including some senior pets and several litters of kittens and puppies.

We have been fortunate to continue our working relationships with the vets at Georgian Triangle Humane Society, Grey Bruce Pet Hospital and Thornbury Veterinary Hospital to honour our commitment to have animals spayed/neutered and vaccinated. We have a new arrangement with Grey Bruce Pet Hospital, which has one of their vets visit our shelter every other week for wellness checks, vaccinations and microchipping, which saves us on travel time and helps reduce stress on our animals. At Georgian Triangle Humane Society, we are able to use their in-house vet at reduced rates for basic services including vaccinations, micro-chips and spay neuters. This saves us money and frees up our local vets to focus on more serious treatments & problems. For all this we are very grateful.

Our staff - Laurie Walter, Chloe Miller, and Levana Gallagher, continue to do an excellent job of sharing responsibilities. We have been leveraging Laurie’s experience as a veterinary technician - she is able to perform some microchipping, administer fluids, and act as a vet assistant for on site visits. This helps us financially while also ensuring we provide the best possible care to our animals.

Our Cat’s Meow Thrift Shop in Meaford brought in over \$26,000 in 2022. The store is run entirely by volunteers, led by the amazing Angelia Bartel. We sell small donated items on our regular days as well as larger items through our on-line sales or curbside by appointment. Sadly, our landlord John passed away in April of 2022, but his family is continuing to manage the building on Sykes Street.

Once again, we are grateful for all the donations of time, goods and money in 2022.

Here are a few examples:

- Outdoor work done by our volunteers, parking lot refreshed again after winter, shrubs & flowers planted
- Last year’s 2 yard sales that raised over \$5000.



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

- Our popular hoodie and tshirt sales, and pizza and prepared meal sales
- calendar sales (featuring our pets that found homes - some in memorium)
- Our dedicated volunteer Laretta helped to coordinate several wonderful events throughout the year - an apple pie fundraiser, the Bognor Craft & Bake Sale, and an All Creatures Great and Small luncheon and special talk - which collectively brought in thousands of dollars for our shelter.
- Our bottle drive is ongoing and continues to bring in several hundred dollars each year
- A number of generous donations, bequests and fundraisers that will help with expenses (both planned and unexpected) and needs in the future

We also rely heavily on the support of our community partners, including:

- Habitat for Humanity
- Global Pet Foods
- Pet Smart in Owen Sound
- D.C. Taylor Jewellers
- Grey Bruce Plumbing
- Battlefield Rentals
- Todd Investments
- and more.

For all this, we, and the animals are very grateful!

Finally, OUR VOLUNTEERS! Nothing would happen without them! Our volunteers work tirelessly to ensure the animals in our care receive the best opportunity for a happy life when they leave our shelter. A huge THANK YOU to all of our volunteers!!!

2023 has been a good year so far. Our staff and volunteers are doing an excellent job providing our services to the community while continuing to be cautious in these post-pandemic times. The shelter continues to operate primarily by appointment, which allows us to better dedicate our time to finding matches between pets and potential adopters.

Throughout the year, we have offered evening hour appointments on Mondays and Wednesdays to accommodate people who are unable to visit during office hours. This has worked well.

A couple of ongoing plans to make better use of the land we own around the shelter:



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

1. A CoverAll project to install a covered area over the large pen to the north of the building, large enough to exercise and show the dogs in winter when the snow is too deep and the road dangerous for walking.
2. Working with Georgian Triangle Humane Society to have local spay/ neuter clinic days in Grey Bruce.
3. Plans to illuminate paths so it is safer to walk around the property in the winter when it gets dark early.
4. Upcoming future expenses due to assets getting old: HVAC, Water heater, Vehicle replacement
5. Improve the other cat rooms that haven't been enhanced with cat wall fixtures.

In addition, the following projects have been completed:

1. A project to install additional fencing to create larger areas for the dogs to run south of the building was just completed. The new fencing encloses areas around the outdoor pens so that if a dog gets loose while being transferred from one spot to another, or if we have a "climber", they can't get to the road or parking area.
2. A project to replace the much patched outdoor dog pens behind the building was partially completed
3. We expanded our cat wall project, installing ramps, wheels, and climbing structures to a second room and providing lots of enrichment opportunities for cats in our care.
4. General landscaping, flattening, refreshing gardens, mowed paths, thanks to our Premises Committee

A big thank you to all those who helped with these projects!

Minutes from 2022 AGM

Anna A. moved to approve minutes from 2022 AGM which were posted on-line. The motion was seconded by Joan Berta. – Motion Carried



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

Treasurer's Report

Elaine Burrow, Treasurer, presented Treasurers Report from auditors. The full Audited Financials were posted on the website at <https://www.grey-bruceanimalshelter.com/events.html> prior to the meeting.

Treasurer's Report - June 21, 2023

BDO Canada LLP Chartered Professional Accountants have audited the Financial Statements which include the Statements of Financial Position, Operations, Operating Fund, Internally Restricted Fund and Cash Flows for the year ended December 31, 2022.

In common with many charitable organizations the Grey Bruce Animal Shelter derives revenue from donations and fundraising activities, with verification being limited to the amounts recorded in the records of the organization.

Their Report provided a "Qualified Opinion" which is common among charitable organizations where revenues are not susceptible to satisfactory audit verification. Their report stated that except for the possible effects due to the identified limitations, the financial statements present fairly, in all material respects the financial position of GBAS as at December 31, 2022 and its statement of operations and statement of cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

STATEMENT OF OPERATIONS

The Statement of Operations (Page 6) (Revenue and Expenses) shows total income of \$271,259 compared to \$246,203 in the previous year. This is an increase in revenue of \$25,056 Donations were higher in 2022 by \$19,541 which reflects donations received because of the Betty White memorial as well as the generous support of other donors.

- Revenues from fundraising was also higher by \$3,378. We do appreciate the efforts made by the individuals that organized these events.



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

- Pet adoption and surrender fees were higher which meant that we were able to rehome more dogs and cats in 2022 as compared to 2021.
- In March of 2020 we assumed the operations of a second-hand retail store which had been operated by the Blue Mountain Animal Shelter. In 2022 it provided income of \$26,832 which helped support the costs associated with operating the Shelter.

The expenses for the year 2022 are higher than the previous year by \$43,552.

- The medical expenses are higher than the previous year. These costs are more than what we receive from the adoption and surrender for the dogs and cats. Some of the increase is related to animals requiring medical procedures prior to being able to adopt them as well as increases in veterinary costs over the years. As you can see, the fees from the adoptions do not cover our veterinary expenses so we do rely on the generosity of all our supporters in helping us in caring for these pets.
- In 2022 the amount included in Capital Costs is \$4,291. This was for an addition to the cat wall, replacing the washing machine and costs related to replacing the clothes line.
- The cost for salaries and benefits in 2022 is \$52,075 as compared to the amount for last year (2021) of \$45,280. The amount reported for 2021 was less than anticipated resulting from a time when we did not have full staff, and some Board members and volunteers filled the gap on a volunteer basis during that time. The amount paid for 2022 is comparable to the cost in 2020 of \$56,277. However, the cost for 2022 is still less than what had been projected in the Budget of \$65,000.
- The cost for utilities and telephone increased significantly as compared to 2021. The main reason for this is the cost of heating the building. The price of oil increased from an average of \$ 1.118 per litre in 2021 to \$1.7294 in 2022 which resulted in an increase of \$7,700.
- On an overall basis the net results for the year indicates that we received \$58,343 more in revenues than what our expenses were.
- Other Income
Other income includes categories that are not related to the operation of the Shelter. They relate to bequests that have been received as well as other sources of income



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

STATEMENT OF FINANCIAL POSITION (page 4)

- The Statement of Financial Position reflects our Assets and Liabilities with the difference between the two being reflected as Net Assets
- Our Assets are comprised of Cash, Investments and receivables which is the recoverable portion of the HST.
- The Net Assets are broken into 2 categories. One is the Operating Fund and the other is the Internally Restricted Fund.
- The Internally Restricted Fund was set up to ensure funds are available to cover major repairs, renovations and to replace capital assets when needed such as furnaces, air conditioner, generator, vehicle etc. The purpose of this fund is to have money available when required and to ensure that the Shelter will continue to be a viable organization.
- In addition, portions of future projects are also being allocated to be paid from this account.
- A Policy is in place that provide details as to when dollars are to be transferred into this Fund and what expenses can be paid from it. Currently there is \$310,121 allocated to this fund and the projected expenditures currently are \$395,000. Therefore, at this time the Internally Restricted Fund account is underfunded by \$84,879

- That is the end of the Treasurers Report

**Motion to accept Audited 2022 financials by Elaine, seconded by Katrina;
motion carried**

**Motion to appoint BDO as auditors for 2023 financials by Elaine, seconded by
Katrina; motion carried**



Visit: 457437 8th Concession, Municipality of Meaford
Mail: P.O. Box 442, Owen Sound, ON., N4K 5P7
Phone: 519-372-1911 **Email:** gb-animalshelter@hotmail.com
Website: www.grey-bruceanimalshelter.com

Board of Directors

Standing for a third 2 year term:

- Richard Banks
- Elaine Burrow

Returning for the second year of a 2 year term:

- Anna Aagaard
- Sally Ballard
- Kelsey Brown
- Tony Kuliha
- Katrina Peredun

Anna moved to confirm acclamation of directors, seconded by Joan; motion carried.

Floor opened for Questions

Questions ...none

Adjourn

Motion to Adjourn by Anna , seconded by Lloyd; motion carried