

**MEETING OF MEMBERS
ANNUAL GENERAL MEETING**

Meeting Minutes

DATE: Tuesday, November 2, 2021 – Amended November 29, 2021

TIME: 7:00 p.m. – 8:00 p.m.

LOCATION: Virtual via Zoom

Attendance:

Adam Orridge	Curtis Mang	Jill Arnold	Laura Sundberg	Nicole Stephen-Johnson	Tammy Litzenberger
Allyson Chartier	Darwin Dopson	Jillian (Lee) Smith	Linda Wilson	Peggy Martin McGuire	Tanner Perkins
Amanda Benesh	Dawn Galon	Joan Heal	Maria Flengeris	Sandip Dhesi	Teresa Valentine
Andrea Moffat	Debbie Mulgrew Schlechte	Juanita Elash	Maureen Williamson	Sara Snow	Tracy Seida
April Christianson	Gail Kessler	Justine Wilker	Megan Jane	Sarah Pierce	Trinette Targett
Candace Williamson	Heather McClinton	Karie Ruckaber	Melinda Dunne	Sheila Korpan	
Chantal Cattell	Heather Todd	Katie Myrgold	Melissa Batty (proxy with Gail Kessler)	Shelby Firlotte	
Chrystal Zorn-Shauf	Jessica Russell	Kaytlyn Kalenchuk	Melissa Hilt	SJ Hundal	
Corey Shauf	Jessica Sinkewicz	Kerri Thurman	Melody Belanger	Stacey Dunn	
Courtney Porier	Jessica Williamson	Kimberley Schmidt	Miranda Fraser	Stephanie Richards	

1. Call to Order and Opening Remarks – Chair Amanda Benesh 7:13 p.m.

Amanda thanks everyone for joining.

Highlights for some of the past year.

Intake was 391 as of October 31, 2021

2. Establish Quorum

Amanda established quorum – 334 members on volunteer village, 10% minimum of 33 members required. 56 members in attendance – including Board members.

Darwin Sundburg, Maureen Williamson, Gail Kessler carries proxy for Melissa Batty

Megan Jane motions, Dawn Galan seconds, all in favor.

Motion carried.

3. Approval of Agenda

Amendment – Addition – Bylaw amendments.

Laura Sundberg motions, Chrystal Zorn-Shauf seconds, all in favor. Motion carried.

Linda Wilson Motion; Jillian Lee Seconds, all in favor. Motion carried.

4. Approval of Minutes

AGM Meeting Minutes September 26, 2020 – Trinette Target motions, Sara Snow seconds, all in favor. Motion carried.

5. Policies & Procedures

Amendments surrounding Board positions – Approve as presented.

Trinette Target motions, Darwin Sundberg seconds, all in favor. Motion carried.

6. Review Financial Statements

7:25 p.m. Jessica Williamson – Reviewed Financial Statements

Interim Director for approximately 6 months

- 4 main accounts: Chequing, Savings, PayPal Canadian and US.
- (2) GIC with \$10,000.00 each, gained approximately \$350.00 interest annually.
- Adoption Fees \$ 102,850
- Gift Receivables \$ 30,002
- Tax Receipted \$24,246
- Revenue from Fundraising \$58, 071

Unapplied Cash Payment Income – Is currently a debit, once GST rebate is received this will become a credit.

- Veterinary Expenses are the largest at \$108,210
- Dog Expenses - Extra supplies that are not donated at \$5,134
- Fundraising Expenses - Not actually out of pocket

Building Costs - \$25,000

- Total Profit/loss -\$12,723

Medical cases

Hashbrown,

Vet expenses increased due to COVID-19. Events were unable to be held.

Recouping costs by:

Increased adoption fee's and increase in events.

Andrea- Asked 'Other Revenue', Other uncategorized income – annual cash back from credit cards, overpayment of adoption fee, Deposit from live trap not returned. Policy cancellation from Knight Archer due to change in insurance provider.

Other types of expenses – Refund of a wedding deposit. Need to move hotel expenses from uncategorized to hotel expenses.

BC Van rental move to transport.

Tanner Perkins Motions, Courtney Porier second, all approve. Motion passed.

7. Amend Min. – Max. Amount of Directors

Andrea Moffat – brings concern regarding the # of directors and its impact on the rescue.

Amendment, approve to adjust # of directors from 9 to 11, or 12 if it does not affect our status.

Tracy Seida motions, Karie Ruckabear seconds, all in favor, motion carried,

8. Director Term Lengths

Director term lengths – Increasing 1-year terms, event volunteers fosters and supplies to 2 year terms

Intake and medical, adoptions, finance and records, operations and

Adding in a three month overlap with new directors.

Bylaw #23 amendment.

Linda Wilson questioned the bylaw asking if someone must leave once their term is up.

Kerri Thruman motion, Jill Arnold, all in favor, motion passed.

9. Appointment of Incoming Board Members

Announcement of New Directors

No opposing nominations

Director of Finance – Jessica Williamson (Amended)

Director of Media & Communications – Megan Jane

Director of Fosters – Kelly Zazula

Director of Volunteers – Jessica Sinkewicz

Non-contended positions, renewed Directors (Amended)

Director of Adoptions – Allyson Chartier

Director of Fundraising – Jacie Thauberger

Director of Intake – Chantal Cattell

Director of Operations – Heather McClinton

Director of Supplies – Amanda Benesh

Jillian Lee motions, Trinette Target seconds, all in favor. Motion carried.

Heather McClinton mentioned we need to determine term length for the new Director of Media or Communications.

Amanda recommends a 3-year term, same as operations.

Nicole Steven Johnson Motions, Chantal Cattell seconds, all in favor. Motion passed.

10. AGENDA ADDITION Bylaw amendments

Amanda Benesh reviewed the amendments.

Bylaw regarding notice of meeting from phone, mail, etc. to Facebook posting and/ email/ website.

Termination of membership – adding e. see policies & procedures. The process of terminating is outlined in the P&P.

Participation in meeting must be in person, amend to electronic means.

Amendment of length of terms as discussed in agenda item #8.

Jill Arnold motions, Sandip Seconds, all in favor, motion carried.

11. Adjournment

8:12 pm – Final remarks & Meeting Adjournment

Thank you to Justine and Chrystal for their work on the board.

Jillian lee motions, Trinette Target second. Motion carried.

Meeting Adjourned - Thanks for coming!

Bright Eyes Dog Rescue	
Profit and Loss	
July 2020 - June 2021	
	Total
INCOME	
40000 Service Revenue	
40010 Adoption Fees	102,850.00
Total 40000 Service Revenue	\$ 102,850.00
43750 Gifts rec' from other charities	30,092.91
43760 Other gifts - not receipted	5,489.95
43780 Tax-receipted gifts	24,346.38
70200 Interest Income	409.35
70800 Other revenue	227.44
71100 Rev. from fundraise (non-rec'd)	46,557.29
Uncategorized Income	0.00
Total Income	\$ 209,973.32
GROSS PROFIT	\$ 209,973.32
EXPENSES	
60000 Advertising and Promotion	22.67
60400 Bank Service Charges	1,500.00
60500 Veterinary Expenses	169,844.50
60520 Puppy Expense	710.75
60540 Dog Expense	5,134.38
60600 Transport Expense	5,950.54
60700 Event Expense	553.35
60800 Hotel	348.70
60900 Meals	55.55
61100 Insurance Expense	4,380.24
63400 Interest Expense	132.02
64900 Office Supplies	2,314.11
64910 Storage Expense	996.36
65170 Staff Development	300.00
65400 Fundraising Expense	922.34
67000 Building Rent	13,745.25
67200 Operation Costs for Building	6,490.82
67300 Misc. Building Costs	3,545.72
68100 Telephone Expense	997.10
68600 Utilities	2,562.75
69000 Vehicle Expense	2,189.44
Total Expenses	\$ 222,696.59
PROFIT	-\$ 12,723.27

Bright Eyes Dog Rescue	
Balance Sheet	
As of June 30, 2021	
	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
10000 Cash	
10010 Chequing Account	47,280.44
10020 PayPal Ltd	
10022 PayPal Pte Canadian\$	982.13
10025 PayPal Pte US\$	87.26
Total 10020 PayPal Ltd	\$ 1,069.39
10030 Savings Account	27,112.40
Total 10000 Cash	\$ 75,462.23
10400 In Kind	0.00
11150 GIC	20,351.23
Total Cash and Cash Equivalent	\$ 95,813.46
Accounts Receivable (A/R)	
11000 Accounts Receivable	
11100 GST Rebate Receivable	0.00
Total 11000 Accounts Receivable	\$ 0.00
Total Accounts Receivable (A/R)	\$ 0.00
11500 GST Receivable @ 50%	8,458.79
1200 Prepays/Deposits	0.00
Total Current Assets	\$ 104,272.25
Non-current Assets	
Property, plant and equipment	
14998 Vehicle	0.00
15002 Accum. Amort. -Vehicle	3,650.00
Total 14998 Vehicle	\$ 3,650.00
Total Property, plant and equipment	\$ 3,650.00
Total Non Current Assets	\$ 3,650.00
Total Assets	\$ 107,922.25
Liabilities and Equity	
Liabilities	
Current Liabilities	
Credit Card	

26200 TD Credit Card-7637 (deleted)	1,067.55
26201 TD Credit card-2454	0.00
Total Credit Card	\$ 1,067.55
25500 GST/HST Payable	0.00
26400 Spay / Neuter Deposits	27,710.00
Total Current Liabilities	\$ 28,777.55
Total Liabilities	\$ 28,777.55
Equity	
30000 Opening Balance Equity	24,409.10
Retained Earnings	67,458.87
Profit for the year	-12,723.27
Total Equity	\$ 79,144.70
Total Liabilities and Equity	\$ 107,922.25