



HUMANE SOCIETY OF THE BVI

FRIDAY, 3rd JULY 2020, 3:30PM-6:00PM

Humane Society of the BVI, Johnson's Ghut

ATTENDANCE

Nancy Pascoe, Kirstie Palmer, Els Kraakman, Amanda McKenna, Sophie Feuerstein, Vijay Bissoondutt,

AGENDA

Approval of last board minutes.

- Approved
- Els to put approved minutes on website (1)

Termination of Lease

- Landlord has complained, she does not see any plans of us moving out yet.
- Colin to write another letter to the Board of Shirley & Co (2) for explanation of delay in fundraising due to hurricane Dorian in Bahama's and Covid-19, which has given us less chance of finding international sponsors / funding. We have raised \$122,000, which is about \$50,000 short to start phase 1, which is clear land, concrete slab, and erect building.
- Els to describe the phases of this project and to give Colin details (3)

Donations New Building

- Letter to Premiers office to ask for grant in the economic stimulus package. Sophie to make draft (4) to be handed in before July 11. Els to make Flow chart (5) on the processes that take place when an animal comes to the Shelter.
- List of potential donors/sponsors are discussed (tasks 6-14)

Shelterluv / Chipping

- New management system for shelter is implemented and works great. Vijay enthusiastic. All shelter animals are chipped (unless too young) for easier identification. More info on chipping on website <http://www.bvihumanesociety.org/chipping-nanochip.html>

Agriculture department

- 2 meetings with Mr. Theodore James. working on MOU with Agriculture department to help each other (see attached minutes of these meetings)

Canines, Cats and Critters

- No MOU discussed yet, postponed for now. We have asked the vets to Whatsapp pictures of medical records after each animal visit, to date we have not received but KP will follow up. We want to have Shelterluv 100% up-to-date with medical records, but we do not get the information until we receive their statement. Kirstie updates Shelterluv with records of monthly statements (15).
- Kirstie to introduce Shelterluv to CCC with access (16)
- Kirstie and Els to have meeting with Dr. Martin (17)

Fecal exams, vaccinations, deworming, flea & tick

- Sophie will, together with Christine Esser, set up microscopic fecal examination techniques for parasite detection. This will only support and NOT replace any veterinarian consultations, diagnosis or treatment advices (18).
- Vaccines at vet for puppies and kittens. When Aeropost is operating faster, new vaccines, dewormer, frontline spray will be ordered for shelter to give to older cats/dogs and for boosters.
- Els to investigate feline leukemia virus (FeLV) testing (19)

New Crates, dog beds

- Board approved purchase 50 crates for hurricane season and 22 dog beds in email. Els ordered and shipped next week.
- Vijay to organize template to spray HS on crates (20)

NPO

- New NPO certificate valid till December 2020 received
- Colin has drafted Compliance Manual, which is approved by the board
- Colin to train a few board members about compliance policy (21)
- Amanda to check with Claire Hunter of Governors Office for Emergency procedure (hurricane) (22)
- Sophie to start with Standard Operation Procedure manual (23)

Finances

- \$233k in the bank, of which \$122k is reserved for new building. Rest is for about 1 year of shelter costs. Fundraising and shelter income will be a lot less this year, so need to keep reserves.
- 2019 bookkeeping is ready for Bakertilly to make Financial Statement. Els to contact Nigel (24)

Fundraising events

- Quiz night at Bamboushay is hosted by Julie and raises 250 – 550 per week. Everybody to find sponsor to double the income for 1 month each (25)
- Dog show was scheduled for June 27, now postponed to later this year until we can have large gatherings again.
- Tico wants to sponsor wine tasting event for us. Kirstie in contact for details (26) Amanda to check with Mulligans as venue (27)
- Romasco wants to sponsor family fun day for us. Kirstie and Vijay in contact for details (28)
- Kirstie to discuss small fundraise event with Lisa Adamson (Zumba or work-out etc) (29)
- Ask volunteers/members/donors/sponsors to be friends of the Humane Society for \$20 per year

Volunteers

- Dog walking at least 2 volunteers per day organized by Amanda (30) works well!
- Next volunteer meeting night at shelter 30 July

OTHER

- New signature Els at First Caribbean Bank: All paperwork filed, Nigel to follow up (31)
- Kirstie to donate Ipad to shelter for people to fill in adoption form in Shelterluv (32)
- Possible 1000 animals fly out of PR. Amanda in contact with PAW to arrange transport of dogs and cats to PR (33)
- Sophie will research whether and how animal welfare is funded by governments in other BOTs /in the wider Caribbean region/internationally. This comparison may strengthen arguments in funds related negotiations (34).

TASK LIST

1	Els	Put approved minutes 3 December 2019 on website
2	Colin	To write letter to Shirley & Co with update
3	Els	To describe the phases of project & update Colin with details
4	Sophie	Draft letter Premiers Office
5	Els	Make flow chart
15	Kirstie	Update shelterluv with montly statement CCC
16	Kirstie	Introduce shelterluv to CCC
17	Kirstie & Els	Meeting Dr Martin
18	Sophie	Microscope + supplies
19	Els	Felv testing
20	Vijay	Template spraying crates
21	Colin	train board members compliance policy
22	Amanda	Emergency procedure
23	Sophie	start SOP
24	Els & Nigel	Financial Statements 2019
25	Everybody	Find sponsors for Quiz Night
26	Kirstie	contact Tico for wine tasting
27	Amanda	contact Mulligans for wine tasting
28	Kirstie & Vijay	contact Romasco for family fun day
29	Kirstie	contact Lisa Adamson for sport event
30	Amanda	Organize daily dog walking with volunteers
31	Els & Nigel	signature First Caribbean Bank
32	Kirstie	Donate Ipad
33	Amanda	contact PAW for PR flight
34	Sophie	Research Government funding of shelters in other countries



BVI Humane Society & the Department of Agriculture and Fisheries

Meeting date: 9th May 2020

Present: Nancy Pascoe, Vijay Bissoondutt, Theodore James (Department of Agriculture & Fisheries)

The purpose of the meeting was to show the updated Animal Shelter facilities to Mr. James, who is the Chief Agricultural Officer.

During the meeting several topics were raised for further discussion.

1. Creating a MOU between the BVI Humane Society and the Department of Agriculture and Fisheries. This would outline what the relationship would be between the two organisations and identify areas of mutual interest and opportunities for collaboration. BVIHS will develop a list of topics and DOA will develop a list that can be reviewed and agreed upon.
2. BVIHS would like to raise community awareness on animal health and welfare. Mr. James suggested that this could be a joint effort as DOA has access to the Government Information Service and has an assigned Information Officer (Nikita Turnbull).
Messages could include information on what to do with unwanted animals, instead of just letting animals go, what numbers they can call at DOA or at BVIHS. DOA has a facebook page also and can share BVIHS messages too.
3. The VI Government is undergoing a Legislative review process and the topic of animal welfare will be addressed. BVIHS can participate in this review process.
4. Opportunities for partnerships with the DOA vets and the BVIHS. Mr. James will discuss with the DOA vets a more formal approach to assisting the BVIHS, in their capacity as DOA vets and not their private practices.
5. Mr. James will speak with his Permanent Secretary Ms. Caroline Stoutt Igwe about creating a partnership with BVIHS.
6. Mr. James committed one of his DOA staff members, one of the vets to begin discussions with Vijay about the issues and shared goals.
7. Mr. James also spoke about the DOA's plans to do ID tagging on livestock and other animals. This is linked to the issue of loose livestock and giving warnings to farmers who repeatedly let their animals roam freely. His plan is to allow three warnings and then the animals becomes the property of DOA to do with it as it sees fit.



BVI Humane Society & the Department of Agriculture and Fisheries

Meeting date: 27th June 2020, 10:20am – 12:00pm, at the Humane Society of the BVI.

Present: Nancy Pascoe, Vijay Bissoondutt, Amanda McKenna, Sophie Feuerstein, Theodore James (Director of Department of Agriculture & Fisheries)

The purpose of the meeting was to follow up with Mr. James on MOU concerning collaborations with DoAF, and other animal welfare related topics.

During the meeting several topics were raised for further discussion.

- Acts (2001,2004,2005) referring to animal welfare, law enforcement, animal control unit
- new/overhauled legislation drafted by Mr George (?)
- potential exposure of humans/children/pets to rat poisoning distributed by Public Works Department. Discussion of housed traps should be used.
- Implementation of Animal Control Unit.
- Education and publicity to raise awareness on Animal Welfare. eg tick fever, shade.
- “animal dumping sites” in Trellis Bay, Long Bay Beef, VG
- new tag system, licence tags do not need to be renewed every year, one plate per animal, pictures now taken of animals for data base, you need to bring dog for registration/renewal. This is their preference as they can "eyeball dogs"
- Tagging of dogs at the shelter. Discussed positives of making this a legal requirement. Could become a possibility but down to owner where they had this service done.
- MOU draft to be shared with us in the next 2 months (end of July?), he emphasized that we will further operate as independent units, he could provide labour, financial & humane resources, budget on food, supplies, portable stuff. HSBVI as pound with separate area (20 cages) for pets (not live stock). HS to discuss if this would work.
- Mr James wanted to know in which phase we are presently with the new building, property fenced? can Public Works assist?
- Shared information with Ag and HS. Eg if dog removed due to neglect register so cannot adopt from the shelter.
- Letter to Government is needed, should be addressed to Andrew Fahie directly with DoA copied in. Mr James can then forward with his comments to his Ministry (Natalio Wheatley). Letter should include the following:
 - how long Humane Society of the BVI exists (history), service we have been given over the years, records for past 10 years (e.g. stray dogs numbers/average over the years) very important, we have never received any funding, we are currently on private property, notice given/expired, purchased own land, our plans etc. (e. g. natural disaster, dogs in the street), MOU with DoAF, part of animal control unit, “if you want our help, we need your help”, 10 years outlook. High focus on importance of the shelter within the community and the service it provides. Vet onsite (would need to check with Dr Latisha if she wants this detailed).
 - Attached to letter comprehensive document with business plan etc. (letter itself should not be too long).
- Meetings to be held every 4 months with HS.