



# HUMANE SOCIETY OF THE BVI

WEDNESDAY 2<sup>nd</sup> JULY 2019, 5:30PM-9:00PM  
HS Animal Shelter

## ATTENDANCE

Colin Riegels, Nigel MacPhail, Nancy Pascoe, Kirstie Palmer, Els Kraakman, Amanda McKenna, Vijay Bissoondutt.

## AGENDA

Approval of last board minutes.

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

Renovations existing shelter

- PHASE 1,2 & 3 completed. Invoice GK Construction \$4k higher than estimate, because of extra work:
  - o remove old fences in runs
  - o remove old concrete footings in runs
  - o remove plants, grass, etc and level grounds
  - o lay gravel in all runs
  - o make shade areas larger than estimated 4x8 (concrete and roof)
  - o make 2 roofs on top of run gates
  - o install drainage in bathtub area of shelter
- Invoice GK construction of \$74k for phase 1-3 plus cages approved. Nigel to arrange payment (2)
- New Mason cage arrived on island. GK Construction will arrange duty exemption and transport to shelter plus installation (for cost price) \$6k in estimate

Boarding

- New extension with 7 large cages will be used for boarding.
- Rate stays the same of \$10 per night plus \$2 for food. Boarding is meant for community that cannot afford higher boarding rates.
- Install extra roof in extension over play pen.
- Install Chicken wire against fence, which is back of the 7 large cages to avoid poisoning from people with poisoned food to push through fence.
- Paint new extension boarding play pen floor with green paint
- Install camera on boarding area to show owners their boarding dog.
- Make boarding nicer with beds, toys etc.
- Boarding to be promoted on Social media once cages are installed (Els + Amanda (3)).

Moving to new location

- Letter has been sent to Landlord to explain our renovation and our future plans, plus to thank them for their support.
- Landlord will be invited for open day once renovation is completed by Vijay (4)
- Around \$300,000 is needed to build new shelter building on land in Josiah's Bay.
- Land in Josiah's Bay is not ideal as far away from town and from vet. In house vet would be needed.

- Board members can investigate other possible locations closer to town and to vet. Needs to be flat land without houses around.
- Nancy to arrange appraisal of existing shelter land (5).

#### Dog Show

- Very successful. 350 visitors and 49 attending dogs. Raised about \$12,000.
- Nigel to deposit cash and checks in bank account (6)

#### Insurance

- Current property insurance with Massy \$20,000 for \$750 annual premium, which is high. Nigel to get new quote from Caribbean Insurers for \$100,000 (7). Needs to have Hurricane and Flood coverage.
- Current Liability insurance with Massy \$500,000 for \$500 annual premium, which is fine.

#### Hurricane Disaster Plan

- Nancy to check with Clair Hunter to make proposal Disaster plan (8) Plan to be adjusted to our plan and standards
- Dogs are easier to store in hurricane with volunteers if in portable cages. Kirstie to investigate costs and possible donor(s) for 50/60 cages (9)

#### Finances

- Colin leaving island to write theses at Oxford University, but staying in board. Board meetings can be done through large screen and skype at VISAR.
- 3 board members can sign checks at First Caribbean. Nigel to arrange signature holding for all 6 board members in case of absence (10).
- Nancy to activate credit card to give to Amanda for payment of T-shirts (11)
- Roughly \$135k in bank minus \$74 for renovation plus \$12k of Dog Show = \$73k working capital

#### Fundraising

- New women's event end of October, beginning November. Nancy to find venue (12) maybe Brandy Wine. Rest to be discussed in Fundraise committee.
- Mold wine party to be beginning December together with bar crawl at Nanny Cay. Possibly second mold wine party at Pier Park with VISAR's ice skating ring.
- Rob Fernandez is paying all vet bills every month. Els to make sure vet bills have barrk numbers (13). Organize plaques for shelter and dog statue for on his boat as thank you.
- Rob Fernandez might have another \$10,000 donation from friend. Els to follow up (14)
- Oil Nut Bay donated \$1,000 towards last food purchase in PR. New food and cleaning supplies purchase from PR to be arranged soon by Els (15) Amanda to ask for another food donation with Oil Nut Bay (16)
- Colin offered Donation of \$3,000. Kirstie to arrange \$1,000 to go to PAW as thank you for neutering/spaying (17)
- Amanda to make spreadsheet of merchandise left over from Dog Show (18) and to sell on website and social media (Els/Amanda)
- Make Calendar for end of year. Amanda to arrange pictures with Jules (19) Els to design (20)

## TASK LIST

1	Els	Put approved minutes March 21 on website
2	Nigel	Arrange payment GK Construction
3	Els/Amanda	promote boarding on Social Media
4	Vijay	Invite landlord for open house
5	Nancy	Arrange appraisal existing shelter land
6	Nigel	deposit cash and checks dog show in bank account
7	Nigel	Get quote for new property insurance
8	Nancy	Check with Clair Hunter for proposal disaster plan
9	Kirstie	Investigate portable cages + donors
10	Nigel	Arrange signature holders for all board members with bank
11	Nancy	Activate credit card
12	Nancy	Vind venue for new event
13	Els	Arrange vet bills to have barrk numbers
14	Els	Follow up with Rob fernandez about \$10,000 donation of friend
15	Els	Arrange food purchase PR
16	Amanda	Ask for food donation Oil Nut Bay
17	Kirstie	\$1,000 to paw
18	Els/Amanda	Spread sheet left over merchandise + sell on website Facebook
19	Amanda	Arrange pictures calendar with Jules
20	Els	Design and order calendar later this year
	<b>Previous tasks still outstanding</b>	
1	Nancy, Annie	Parent sign off letter for children volunteers
2	Nancy	Proposal for Anegada, Virgin Gorda, Jost van Dyke

## NEXT BOARD MEETING

To be determined. Nigel, Colin and Nancy on vacation until 8 August.