



# HUMANE SOCIETY OF THE BVI

THURSDAY, 7 SEPTEMBER 2023, 1:30PM – 2:30 PM

Online Microsoft Teams meeting

## ATTENDANCE

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

## AGENDA

### NEW BUILDING

- After the extensive Tender Process, we finally started building on 15 August 2023. Colin and Sophie to arrange Tender Process report (1), board meeting minutes (2) and Expert Advise (3)
- We have not made a big announcement yet as we were worried about people of Josiah's Bay complaining. We now have decided to announce it ASAP after the business plan is adjusted and posted on the website by Els (4).
- Vijay to arrange interview on side with JTV (5)
- Nancy to write draft letter to our landlord Shirley & Co Ltd (6)
- Amanda to contact Corinne to make video/slideshow (7)
- Foundations are being build and the concrete floor slab is expected to be finished by mid-October.
- We still need about \$330k to be able to finish the new shelter. Nancy, Els and Amanda to set up "New Build Funding Committee" and ask volunteers to join to help. (8)

### VIJAY RECEIVED MBE

- On 5 September Vijay received the Member of the Order of the British Empire (MBE) at the Governor's House, which reflects 8 years of service to the animals and community of the BVI. Almost all board members attended the ceremony which was very impressive and made everybody very proud of Vijay. (9)
- Vijay to follow-up with Governor's office to get pictures and video of the ceremony.
- Amanda to post on Facebook (10)

### FINANCIAL STATEMENT 2021 & 2022

- The 2021 Financial Statement has now been audited and finalized.
- NPO certificate for 2022 has been applied for. No certificate yet. NPO Board has different rules now and needs 2022 Financial Statement to give us new certificate. We will receive a \$75 late fee.
- Els has sent the 2022 bookkeeping to Luke of Baker Tilly for review. Nigel to follow-up with Luke (11)

### VP BANK

- Nigel and Sophie are in the process of opening a bank account with VP bank, so we will be able to deposit money for a small time like a week, month or longer with a much higher interest rate than our other bank accounts. Nigel and Sophie to follow-up with paperwork (12)
- Colin to arrange Board Resolution with draft letter from VP Bank (13)

## SHELTER UPDATE

- Because of dry and hot weather, we have a tick problems with the dogs. Els has ordered new Tick and Flea medication, which works well, but it is still a problem.
- We have more stray old dogs than we can handle. Outdoor pens are full. Vijay to keep in contact with Dr. Mollie for help with Euthanasia if needed, like she has done before (14)
- We had 3 pups arriving in the shelter, which were diagnosed with Parvo. They have been quarantined and are doing well. No other dogs have been infected. Dr Mollie has recommended closing the puppy cages area with plastic, but Parvo is not considered an airborne virus and this would mean no airflow for that area. In new shelter the quarantine area must be completely separate from other dogs and kept empty for new intakes and sick animals.
- Our truck is 18 years old and needs lots of repairs. It's time to look for a secondhand replacement. Vijay does not want a van but needs a truck. Nancy to talk to International Motors (Sarrantino) if they have something available for a reduced rate (15).
- Kemo recently has become a proud dad. His daughter's name is Nihila
- Uncle Harry is on vacation and has been missed with dog walking and cleaning. He will come back in the next 2 weeks.
- Vet relation has improved with Dr. Mollie and Dr Nicky.

## OTHER

- We are looking for ways to receive online credit card payments with the possibility of a monthly membership fee to generate a steady income without much effort. Kirstie to look into the possibility of opening a 501 (c)3 NPO company in the USA, so we can use Paypal, Venmo or Zelle for that (16). Nancy to give details of National Parks Trust's way to collect credit card payments (17) Amanda to check with Natasha of PAW how she has arranged their Paypal account (18)
- Linda of DoAF has reached out to Nancy about the MOU we drafted. She will review and get back to us. Nancy to follow up (19)
- Alison of Caribbean Canine Connections has raised \$10,000 for Big dog Travel costs to the USA. Amanda is in contact with her and will arrange those flights when the weather is less hot (20)
- Els to order banner for on building site (21)
- We need our board meetings more often. Proposed either each month or every other month.

## TASK LIST

1	Colin & Sophie	Write Tender Process Report
2	Colin & Sophie	Write Board Meeting Minutes
3	Colin & Sophie	Make report of Expert Advise of tender decision
4	Els	Make new business plan and oupload on website
5	Vijay	Arrange interview with JTV
6	Nancy	Write letter to Shirley & Co
7	Amanda	Contact Corrine for video new build
8	Nancy, Els, Amanda	Start a New Build Funding Committee
9	Vijay	Get photo and video from Governor's office
10	Amanda	Post Vijay's MBE on Facebook
11	Nigel	Follow up with Luke for 2022 Financial Statements
12	Nigel and Sophie	Open a VP Deposit Account

13	Colin	Write Board Resolution VP Bank
14	Vijay	Follow-up with Dr Mollie
15	Nancy	Contact International Motors for second-hand truck
16	Kirstie	Look Into 501 (c) 3 possibility
17	Nancy	Give payment details of NPT
18	Amanda	Check with Natasha about Paypal
19	Nancy	Follow-up MOU DoAF
20	Amanda	Arrange Big Dog flights with CCC in Fall
21	Els	Order banner

## NEXT BOARD MEETING

To be determined.

APPROVED