



Hamilton/Burlington SPCA  
*Board Meeting Minutes*  
Tuesday April 13, 2021. 5:30 p.m.  
By MS Teams

Present: D. Brown, K. Ciavarella, J. Gledhill, S. McLean, T. Nelson, A. Papalia, R. Piper, E. Vis,  
C. Trembinski, M. Barlow (CEO)  
Regrets: None  
Guest: Gail Arsenault (HBSPCA), Heather Ashcroft (HBSPCA)

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1.0 Welcome

2.0 Approval of Agenda

**T. Nelson moved** the approval of the agenda. **Seconded by A. Papalia. Motion carried.**

3.0 Declarations of Conflict of Interest

None

4.0 Approval of Minutes

**D. Brown** proposed amendments to March 9, 2021 minutes to revise the operating budget amount to reflect the removal of computer equipment that will be capitalized. Additionally, \$363,920 should be noted in the minutes as the potential transfer to offset the deficit amount that can be transferred from reserves as per policy.

Action:

M. Barlow to update budget to reflect the above changes.

**D. Brown moved** the approval of the Board meeting minutes as revised. **Seconded by J. Gledhill. Motion carried.**

5.0 Board Education

5.1 COVID animal adoptions program update

Heather Ashcroft (HBSPCA) presented to the Board on adoption program alterations due to COVID, with Board questions following.

Action:

None

6.0 Business Arising

6.1 Board education calendar

CEO presented items for board education to end of calendar year

**K. Ciavarella moved** that the board education calendar be approved until the end of 2021 as presented. **Seconded by J. Gledhill. Motion carried.**

**M. Barlow** provided an overview of the two capital expenditures with supporting quotes she was seeking Board approval. After some Board discussion it was decided to defer the caulking project.

**D. Brown moved** put forward motion to approve the quote for the new boiler. **S. McLean seconded.**  
**Motion approved.**

11.0/12.0 In Camera

**K. Ciavarella moved** the meeting go in camera at 7:30 p.m. **Seconded by C. Trembinski Motion carried.**

**K. Ciavarella moved** the meeting rise out of camera at 8:06 p.m. **Seconded by D. Brown. Motion carried.**

The chair rose and reported both a legal and personnel matter were discussed with no decisions or motions resulting from the discussions.

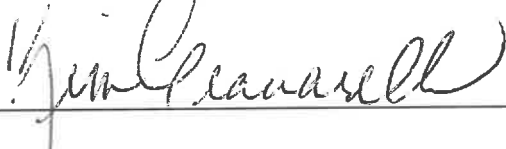
13.0 Next Meeting: Tuesday May 11, 2021. 5:30 p.m. By MS Teams

14.0 **K. Ciavarella moved** the meeting be adjourned at 8:10 p.m. **E. Vis seconded. Motion carried.**

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Minutes Approved:

**Board Chair Signature**



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**Board Secretary Signature:**



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