

## MEMO

To: HBSPCA Directors  
From: M. Emo, Interim CEO  
Date: November 1, 2021  
Re: 8.1 CEO Report

---

On October 4<sup>th</sup>, the HBSPCA welcomed Mirela Marceta as Community Engagement and Volunteer Coordinator. Mirella has most recently been with YWCA Hamilton. She is currently working towards her Volunteer Management designation and works alongside 250+ volunteers annually. Mirela is a volunteer herself and engages with My Furniture Bank as a Board Member and Digital Marketing & Fundraising as Chair, and as a Virtual Trainer with a Small Business Accelerator Program. Outside of work and volunteering, you'll likely find Mirela hanging out with her ginger tabby Marko, on a trip somewhere exploring historical or archeological sites, reading about dystopian societies, or trying out new recipes and crafts. Mirela is currently assessing volunteer requirements across all programs and services, connecting with volunteers and their readiness to re-engage with the HBSPCA, and has developed detailed forecast and annual budgets (2022-2023) for the program.

The Spectator Reader's Choice Awards will have been announced on November 4<sup>th</sup>. The public has voted HBSPCA

- Best Animal Hospital - GOLD
- Best Veterinary Service - GOLD
- Best Animal Rescue - PLATINUM

This is humbling and generous feedback on service to community especially as the Companion Animal Hospital is not open to the general public and is guided by shelter medicine practice, and the HBSPCA is less an animal rescue than in the past, though does care for and rehabilitate animals at risk rescued by Provincial Inspectors. Customer satisfaction and reputation are high.

I have attached FYI a draft vaccination policy; it is draft until a Staff meeting November 8<sup>th</sup> and comes into effect November 15<sup>th</sup>. Effective mid November, all Staff and volunteers are required to be vaccinated and new hires will be required to be vaccinated. Staff have had advance notice of pending requirements and all Staff have readily identified to program leadership their vaccination status, as have active volunteers. Accommodations are described in the policy. The known impact at this time is replacement of the PT Custodian.

Having reviewed the 6-month statements, I can report that Federal wage subsidies totalling \$182,811 helped sustain operations, and accounts receivable associated with the care, shelter and rehab of animals in custodial care total \$271,668.33 (thru October 31<sup>st</sup>). The due diligence of the Finance Team is to be commended for their diligent work optimizing Federal program supports in the Times of COVID. The working relationship between the Animal Care Team and Provincial Inspectors, and the subsequent confidence in HBSPCA quality care and optimal animal health outcomes is also to be commended.

Staff will have completed program forecasts this week through to the end of the year; annual budget planning (2022/23) will be shortly underway, the goal being a draft budget before the end of the year. The forecast and capital budget status will be tabled at the Finance Committee meeting November 29<sup>th</sup>.

A report summarising the state of Operations and Development in time of transition will be tabled at the Board meeting November 9<sup>th</sup>.

*CEO Team/BOD Directors/BOD meetings/Fiscal 2122/Nov 21/ CEO Report*