

## SAFE Animal Rehoming Minutes of Annual General Meeting

**Date:** Saturday 12 September 2020

**Locaton:** SAFE Haven & Zoom

Meeting opened at 2.10pm and Tim Crossman, President & Chairman ran through the Zoom protocol

**Attending in person:** Tim Crossman (TC), Sue Barber (SB), Steph dos Santos (SDS), Peter McLardy (PMcL), Helen Thomas (HT), Terrence Rowlings

**Attending via Zoom:** Barb Webster, Wendy Calvert, Mary-Anne Rose, Marisa Mittheumer, Sandy Dixon-Hughes, Lauren Radford (LR), Joan White, Joy Sherlock (JS), Liz Fitzsimmons, Karishma Jaisingh, Ros Keeler, Robyn Bennett-Jones, Clive Gulliver, Irene McLardy (IMcL), Anne McLean (AM)

**Apologies:** Prue Hill (proxy given to TC), Gillian Wares

### Introduction by TC

A happy coincidence - today marks the 3rd anniversary of SAFE's establishment. A reminder that the matters reported in the Annual Report are for the period 1st July 2019 to end of June 2020.

TC proposed that the minutes of the previous AGM were a true representation

SB seconded. Motion passed unanimously

### Matters arising from previous minutes

- **GST collection** TC advised that as we had passed the 100K income mark this year the committee had considered registering for GST, however the rule for registering sits at 150K and the committee had discussed whether to register or not. It was felt that we were happy to remain unregistered to minimise tax. It would be a happy day if we made the 150K limit and we would reconsider our position at that point.
- **We needed a volunteer co-ordinator.** We recruited one this year but with the onset of COVID she could no longer perform the role. SB is doing the job but would like help.
- **We needed an events co-ordinator.** Peter McLardy has volunteered for this role
- **We hoped to bring in a volunteer book-keeper.** We found someone who came in for a while and she was very helpful, however she stepped back when COVID arrived. She still is on call to give us advice.
- **We had expected that boarding would play a major part in our ongoing finances.** From January onwards the bushfire crisis led to many cancellations and the COVID pandemic wiped out boarding for the other 2 main holidays in the year so boarding income was minimal.
- **Fees are very expensive for GoFundMe.** Robyn Bennett-Jones commented that she knows someone who was keen to set up a fundraising function which didn't take such a big cut and will investigate further. TC commented that although GoFundMe brought in significant donations when we started out we currently get minimal funding from it. Despite this we will continue to use it as the site's privacy doesn't always allow us to use the contact details of those who are donating and we don't want to lose those supporters who we encourage to donate via other methods.
- **We are looking for more volunteers** SB updated the meeting on the volunteer situation. We receive an average of 3-4 enquiries a week. All applications have to be vetted and many are not suitable for a range of reasons including distance of home from SAFE Haven or availability or commitment. Keeping the roster is a very time consuming task. She thanked all the loyal, reliable, responsible volunteers.

### Constitution Changes/Amendments to the Constitution

#### Appendix A

TC explained that Appendix A contained changes which were mainly typos. They consisted of straightforward small amendments which had not been picked up when the constitution was written and did not change the meaning of the clauses concerned

- TC proposed that the changes in Appendix A be passed
- SB seconded
- The resolution was passed unanimously

#### Appendix B

TC explained the items in Appendix B

- 38.1 needed to be changed to ensure 45.12 made sense

- 45.12 changes the time someone has to be a member before they can stand for the committee from 12 to 6 months so that we have enough members to be on the committee (who still know SAFE well enough)
- 64.5 is to ensure clarity
- 65.1 we don't believe that the word performance aligns with our charitable purpose which is not to profit
  - **TC** invited questions but there were none.
  - **TC** proposed that the changes in Appendix B be passed
  - **PMcL** seconded.
  - The resolution was passed unanimously

**TC** explained that the process was that he would now send the amendments to the ACNC for approval.

### **President's report**

**TC** outlined the challenges SAFE had faced in the 2019-20 financial year which started with the Bushfire Crisis. Unfortunately this coincided with SAFE entering the market for cat boarding. We had some solid bookings for the Christmas/New Year period, but many others were cancelled. Despite this, the revenue raised, though lower than expected, boosted our funds and indicated just how much more we could have done had the bushfires not occurred. Next came the COVID pandemic which has impacted all the holiday periods since then. It also impacted the attendance of SAFE Haven volunteers and our planned events. The flipside, however, was that adoptions went through the roof with the number at 133 being much higher than expected for an organisation of our size. Because of the higher numbers of pets being adopted more could be taken in. We had a higher capacity to take in pets due to having a location rather than working through foster care and the combination of these things meant that we were able to double the number of adoptions.

The number of private surrenders and Good Samaritan surrenders indicates that the word is out about SAFE, people are finding us and we are building a good reputation. Kittens are always in demand whether they are in foster care or premises, but the fact that adoptions consisted of 66 kittens and 59 cats shows that we are not relying purely on kitten adoptions to get us through. We have successfully rehomed almost as many adult cats which is really encouraging and a really good indicator of how well we're going. Having all available cats in one space at SAFE Haven has contributed greatly to our success this year.

When we look at what we've done since moving to SAFE Haven it's truly amazing & we need to stop and recognise that we have come a long way in just a year. SB has contributed greatly to establishing procedures & protocols and TC specifically acknowledged the amount of work she has put into the charity.

### **Treasurer's report**

Despite the setbacks outlined in the President's report, SAFE has a surplus of funds. Donations have been strong, adoption fees incredible and boarding respectable in the early part of the year. We can only expect boarding finances to improve as things settle down after COVID. Of course, the more animals we bring in, the more expenses we incur but speaking generally we are in a relatively positive financial position.

### **Question from JW:**

What was the proportion of donations via Paypal vs other methods?

**TC** Out of a total of \$41,373.27 donations \$3,088 came through Paypal

**TC** To clarify - standard donations on the financial report usually consist of Direct Deposits or come from sources such as collection boxes and event donations. Fundraising income consists of event income and in this year the trivia event and the Blackmores Run made up most of this category.

### **Committee Election**

**TC** thanked former committee member JS for her valuable input during the year

**LR** resigned effective from today

We have 3 available spaces on the committee and 3 nominations: **PMcL, HT & IMcL.**

**TC** invoked 45.6 of the constitution whereby when the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.

### **General business**

**SDS** appealed to members to spread the word about SAFE's need for foster carers for dogs. She has 5 waiting to come into care who are in danger of being euthanised if foster homes can't be found. We currently have 3 dogs in care. The dogs we need to find foster homes for are generally medium to large size, many are not dog friendly or cat friendly so foster carers need to have no other animals & live in a suitable home. **SDS** can provide training and advice for the dog's ongoing development.

**AM** asked what the maximum number of committee members was

**TC:** seven which we now have

**TC** closed the meeting at 2.54

After the meeting closed **SDS** gave a vote of confidence for the President **TC** to recognise the work he has done and his pivotal role in making the charity a success.

A handwritten signature in black ink, appearing to read 'Timothy Crossman', is written over a faint, light-colored rectangular stamp or watermark.

Signed by Timothy Crossman, President, 26<sup>th</sup> September 2020