

PARKLAND HUMANE SOCIETY
2013 ANNUAL GENERAL MEETING
(SEPT. 1ST, 2012 TILL AUGUST 31ST, 2013)

OCTOBER 7, 2013

MEETING CALLED TO ORDER :

PRESIDENT'S WELCOME:

REVIEW OF AGENDA: Any Additions?

REVIEW OF 2012 AGM MINUTES:

FINANCIAL REPORTS:

ADMINISTRATOR'S REPORT: Candice read

BY-LAWS - SPECIAL RESOLUTION TO MAKE CHANGES TO BY-LAWS

COMMMITTEE REPORTS:

1. DOG ADOPTION REPORT – Lillian Stobbe
2. CAT ADOPTION REPORT- Wendy Ohryn
3. FOSTER REPORT – Lillian Stobbe and Wendy Ohryn
4. SPAY/NEUTER REPORT –Jill Forbes
5. BUILDING COMMITTEE – Denise Penrose
6. HOSPITAL VISITATION PROGRAM – Celina Dunfield
7. FORMS- Jill Forbes
8. EDUCATION – No Education Director
9. VOLUNTEER DIRECTOR – No Volunteer Director
10. BUY A BRICK/NAMING RIGHTS – Denise Penrose
11. GRANTS- Denise Penrose
12. Fundraising Events (in general) this will not be reported on individually but the reports are in the package to view.
 - Extreme Family Fun Day- Skobel Family
 - Paws for a Cause- Robynne Cormier
 - Coin Canisters- Monica Archer
 - Used Magazine Sales at Bus Depot
 - FurBall
 - Luncheon
 - Lottery- Cash
 - Lottery- Fire Wood Raffle
 - CountryFest

BOARD TO BE DISSOLVED AT:

PARKLAND HUMANE SOCIETY

2013/2014 DIRECTOR POSITIONS

Board Elections by Debby Sorochnynski

Call for nominations for President:

Call for nominations for Vice President:

Call for nominations for Treasurer:

Call for nominations for Secretary:

DIRECTORS:

ADOPTION PROGRAM --

FOSTER PROGRAM --

SURRENDER PROGRAM --

EDUCATION PROGRAM -

HOSPITAL VISITATION PROGRAM --

SPAY & NEUTER PROGRAM --

BUILDING DIRECTOR-

BUY A BRICK/NAMING RIGHTS PROGRAMS --

VOLUNTEER PROGRAM --

GRANT & BUILDING --

FORMS --

FUNDRAISING --

LOTTERY-

1. PAWS FOR A CAUSE --
2. IMAGINE THE PAWSABILITIES LUNCHEON --
3. FURBALL-
4. SMILE COOKIE DRIVE --
5. WESTMORE FUNDRAISERS (MAGAZINE DRIVE) --
6. COIN CANISTERS --
7. LOTTERY --.

OTHER --

1. NEWSLETTER
2. DISTRIBUTING PHS FORMS & PAMPHLETS --
3. EXTREME FAMILY FUN DAY TABLE --
4. MEMBERSHIP DRIVES AT MALL (Nov, Dec, Jan., Feb., March, April, May) -- One Saturday a month

BOARD ELECTIONS -- Motion to accept all nominations to the board.

First meeting of new board is to be about budget. Books from accountant will be ready in approx one more month.

AGM AJOURNED:

EILEEN E. SPICER/PARKLAND HUMANE SOCIETY INC.

2012 ANNUAL GENERAL MEETING

(SEPTEMBER 1, 2011 TILL AUGUST 31, 2012)

NOVEMBER 7, 2012

MEETING CALLED TO ORDER: TIME: 6:57 PM

PRESENT: Jill, Lillian, Denise, Celina, Wendy, Robynne, Candice, John, Monica,

Absent: Liz Skobel

PRESIDENT'S WELCOME

REVIEW OF AGENDA: Any additions?

Presidents Report: Attached Motion to accept Pat McKay, Seconded Celina all in favor.

REVIEW OF 2011 AGM MINUTES: No errors or admissions. Motion to accept Lillian. Seconded Jill. All in favor.

FINANCIAL REPORTS: Prepared by Zaplitny and Zamrykut. Celina read and attached spreadsheets and read out. accountant didn't have full report ready. Motion to accept.

ADMINISTRATOR'S REPORT: Candice.

COMMITTEE REPORTS:

1. ADOPTION REPORT – Lillian. Motion to accept. Seconded. All in favor.
2. FOSTER REPORT – Wendy. Motion to accept. Seconded. All in favor.
3. SPAY/NEUTER REPORT – Celina. Motion to accept. Seconded. All in favor.
4. BUILDING COMMITTEE – See previous Building Meetings Minutes.
5. HOSPITAL VISITATION PROGRAM – No report.
6. FORMS – Jill
7. FUNDRAISING – Robynne
8. BUY A BRICK/NAMING RIGHTS – Talya

BOARD TO BE DISSOLVED

BOARD ELECTIONS

COMMITTEE DIRECTOR'S POSITIONS FILLED

FUNDRAISING DIRECTOR'S POSITIONS FILLED

November 20, 2012 agenda

Meeting called to order: time, present, absent

Additions to agenda?

Review of Last Month's Minutes

Treasures Report

Administrators Report

New Business:

1. Denise interview with Stan Struthers
2. Calendar- update, need business cards by wednesday
3. Web site- see your attached copy to agenda. We need to accept or reject this layout
4. Green Plan- re: forms, meeting reports etc.
5. Donators list- any fundraisers with donations need to be given to Celina to update donors list, see handout
6. Concern raised re: voting between meetings
7. Budgets for Events
8. Lotteries Grant- Bingos
9. Membership items
10. Corporate Sponsorship/PR person= President
11. Change in Policy For 2012/13 -see attached to agenda
12. Web Site- Need a date set for print

Old Business:

1. Magazine Sales at Domo Gas Station- Lori new director
2. Lottery- wrap Up, Monica
3. Lottery- Darryl Inkster
4. Luncheon- Wrap Up, Robynn

Committee Reports:

1. Adoptions/Surrenders-Wendy O. & Lillian
2. Fostering-Wendy O. & Lillian
3. Spay/Neuter-Jill F.
4. Forms-Jill F.
5. Naming Rights-Robynn
6. Grants-Denise
7. Hospital Visiting- Wendy M.
8. Building

Fundraisers:

1. Pawpurrazzi Gala-

PHSI 2012 - 2013 INCOME EXPENSES

FUNDRAISING	MEMBERSHIP	DONATIONS/GRANTS
INCOME	\$3,510.00 INCOME (Donations)	15,719.83
EXPENSES (Around the M	\$0.00 INCOME (Grants)	\$775.00
EXPENSES (Pawsability Lu	MISC CASH	\$20.00
EXPENSES (Furball)	EXPENSES	\$0.00
EXPENSES (Misc)		
EXPENSES (Bingo (W/pg)		
TOTAL FUNDRAISING	\$3,510.00 TOTAL DON/GRAN	16,514.83

SPAY/NEUTER	ADOPTIONS	FOSTER
INCOME	\$11,465.00 INCOME	\$0.00
EXPENSES	-\$20,014.38 EXPENSES	-\$593.14
TOTAL S/N	-\$8,549.38 TOTAL FOSTER	-\$593.14

MERCHANDISE	CALENDAR	IN MEMORY OF
INCOME	\$1,727.00 INCOME	\$4,880.00
EXPENSES	-\$1,112.36 EXPENSE	\$0.00
TOTAL MERCH	\$614.64 TOTAL IMO	\$4,880.00

RENTAL	SURRENDERS	POUND
INCOME	\$150.00 INCOME	\$180.00
EXPENSES	\$0.00 EXPENSES	\$0.00
TOTAL RENTAL	\$150.00 TOTAL POUND	\$180.00

ADVERTISING	INSURANCE	OFFICE SUPPLIES
INCOME	\$0.00 INCOME	\$0.00
EXPENSES	-\$1,320.00 EXPENSES	-\$1,725.84
TOTAL ADVERTISING	-\$1,320.00 TOTAL OFFICE	-\$1,725.84

PHSI 2012 - 2013 INCOME EXPENSES

	PHONE EXP.	WAGES	BUILDING
INCOME	\$0.00	INCOME \$0.00	INCOME \$0.00
EXPENSES	-\$462.00	EXPENSES -\$1,698.89	EXPENSES -\$201,293.60
TOTAL PHONE	-\$462.00	TOTAL WAGES -\$1,698.89	TOTAL BUILDING -\$201,293.60

	MISC EXPENSES
INCOME	\$0.00
EXPENSES	-\$455.39
TOTAL MISC.	-\$455.39

TOTAL CREDITS	\$40,505.76
TOTAL DEBITS	-\$15,949.42 (NOT INCLUDING BUILDING EXPENSES - SEPARATE BANK ACCOUNT)
TOTAL	\$24,556.34

YEAR END BANK BALANCES (As at August 31, 2013)

Building Account	\$37,006.71
Chequing Account	\$7,848.97
Savings Account	\$8,001.35
Lottery Account	\$10,775.92
Scotia Bank GIC	\$6,000.00 (approx)
TOTALS	\$69,632.95

Parkland Humane Society Annual General Meeting October 7, 2013

Administrator's Report

By: Candice Taylor

- organizing files, membership files, donations, mail etc..
- get mail take to appropriate person(s)
- FaceBook Page and website are updated almost daily sometimes hourly
- helping to work on new website with Cam and set up online shelter schedule that is interactive, helped set up Irene on the computer and taught Monica and Irene how to use program.
- answer all calls and relay messages to appropriate person(s) until Lillian took over
- update website with materials when asked
- send out tax receipts for all donations/memberships/in memory donations
- send out thank you cards and in memory cards to appropriate persons
- answer questions regarding PHSI on FaceBook
- help with fundraising and ideas and volunteering at events when needed
- recruiting members and sending out renewals
- proof reading letters from board members/spelling errors, etc..
- Helped set up the shelter before and after opening.
- helped take care of the shelter grounds - mowing, weed whacking, etc. (with husband) and also had grandfather fix and repair mower for free
- help with computer related issues/pictures of pets, etc..set up shelter computer and worked with MTS to get phones and internet working
- set up all board members with their own account on computer
- do minutes for all board meetings
- mass emails to all members when event or such is needed
- picked up donations when needed and taken to shed for garage sales.
- helped with fostering animals and helped organize some adoptathons and set up garage sales.
- have helped train volunteers at shelter and helping to work on schedules.
- Quickbooks was too far behind to work on. I didnt get it entered but hope this year will be different.

I have also done many other volunteering hours with PHSI to help out.

Candice Taylor

PARKLAND HUMANE SOCIETY INC.

BY-LAW NO. 1

A by-law relating generally to the conduct of the affairs of the Corporation.

INTERPRETATION

1. **Definitions.** In this by-law and all other by-laws of the Corporation, unless the context otherwise specifies or requires:
 - (a) "Act" means "*The Corporations Act*" (Manitoba), as amended from time to time and every statute that may be substituted therefore;
 - (b) "Board" means the Board of Directors of the Corporation;
 - (c) "By-law" means any by-law of the Corporation from time to time in force and effect; and
 - (d) any other words or terms contained in the by-laws which are defined in the Act shall have the meanings given to such words and terms in the Act.
2. **Plural and singular. Gender.** Where the context so requires, the singular shall include the plural; the plural shall include the singular; the masculine shall include the feminine and neuter genders; and the word "person" shall include firms and corporations.
3. **Headings.** The headings used in this By-law are inserted for reference purposes only and are not to be considered or taken into account in construing the terms or provisions hereof or to be deemed in any way to clarify, modify or explain the effect of any such terms or provisions.

MEMBERSHIP

4. **Admission of Members.** Those persons who are members of the Corporation at the date this By-Law is enacted shall, after the enactment of this By-law, be members of the Corporation. Other persons shall be admitted to membership in the Corporation in the manner determined from time to time by the Board. Each member shall continue to be a member until such member's membership is terminated in accordance with this By-law. Any person whose membership is terminated shall be eligible for readmission to membership in this Corporation as if such person had not been a member.
5. **Termination of Membership.** Any member of the Corporation shall cease to be a member of the Corporation:-
 - (a) upon death of the member;
 - (b) upon a resolution to that effect being passed by the Board;
 - (c) on December 31, in any calendar year in which the member has not donated, in the aggregate such amount as may be determined from time to time by the Board;
 - (d) upon receipt by the Secretary of the Corporation of the member's written resignation;

provided that the Board may waive the provisions of paragraph 5(c) in respect to certain members specified by the Board.

MEMBER'S MEETING

6. **Annual Meetings.** The annual meeting of the members shall be held at any place within Manitoba, on such day in each year and at such time as the Board may determine. At every annual meeting, in addition to any other business that may be transacted, there shall be presented a report of the Board of the affairs of the Corporation for the previous auditor's report thereon as required by the Act, and such other information or reports relating to the Corporation's affairs as the Board may determine.
7. **Special General Meetings.** Other meetings of the members ("special general meetings") may be convened by order of the President (or in the absence of the President, by any Vice-President) or by resolution of the Board to be held at any date and time and at any place within Manitoba.
8. **Notice.** Notice stating the day, hour and place of meetings and the general nature of the business to be transacted shall be given to each member, director, and the auditor of the Corporation at least 10 days before the date of every meeting.
9. **Omission of Notice.** No error or omission in giving notice of any meeting or the non-receipt of any notice by any member or members or by the auditor of the Corporation shall invalidate any resolution passed or any proceedings taken at any meeting of the members.
10. **Voting.** Each member who has been a member of the Corporation throughout the period of thirty (30) days preceding the date of the meeting of members shall be entitled to one vote at the meeting of the members. Unless the Act or the By-laws otherwise provide, every questions submitted to any meeting of the members shall be decided in the first instance by a majority of votes given on a show of hands and in a case of any equality of votes the chairman shall both on a show of hands and at a poll have a second or casting vote in addition to the vote to which he is entitled as a member. At any meeting, unless a poll is demanded, a declaration by the chairman that a resolution has been carried or carried unanimously or by a particular majority or lost or not carried by a particular majority shall be conclusive evidence of the fact without proof of the number of proportion of votes recorded in favour of or against the motion.
11. **Proxy.** A member may, by means of a written proxy delivered and in form satisfactory to the Secretary of the Corporation, appoint a proxy holder to attend and act a specific meeting of the members, in the manner and to the extent authorized by the proxy. A proxy holder must be a member of the Corporation.
12. **Chairman.** In the absence of the President and every Vice-President, the members who are present and entitled to vote shall choose another director as chairman, and if not director is present decline to act as chairman, the members who are present and entitled to vote shall choose one of their number to be chairman.
13. **Polls.** If at any meeting a poll is taken on the election of a chairman or on the question of adjournment it shall be taken forthwith without adjournment. If a poll is demanded on any other question or as to the election of directors, it shall be taken in such manner and either at once or after the adjournment as the chairman directs. The result of a poll shall be deemed to be the resolution of the meeting at which the poll was demanded. A demand for a poll may be made either before or after any vote by a show of hands and may be withdrawn.
14. **Adjournments.** The chairman may with the context of any meeting adjourn the meeting from time to time to a fixed time and place and no notice of the time and place for the holding of the adjourned meeting need be given to the members. Any business may be brought before or dealt with at

any adjourned meeting which may have been brought before or dealt with at the original meeting in accordance with the notice calling such meetings.

15. **Quorum.** The presence of six (6) members shall be a quorum of any meeting of members for all purposes. No business shall be transacted at any meeting unless the requisite quorum shall be present at the commencement of such business.

DIRECTORS

16. **Numbers and Powers.** The affairs of the Corporation shall be managed by the Board consisting of at least seven (7) directors. The directors may exercise all such powers and do all such act and things as may be exercised or done by the Corporation and are not be the By-laws or by statute expressly directed or required to be done by the Corporation at a meeting members.

17. **Qualifications.** Every director shall be eighteen (18) or more years of age and no undischarged bankrupt shall become a director. No employee of the Corporation shall be a director of the Corporation.

18. **Election.** The directors shall be elected by the members at a meeting on a show of hands unless a poll is demanded and, if a poll is demanded, such election shall be by ballot. Retiring directors shall be eligible for re-election to the Board if otherwise qualified and retiring directors shall continue in office until their successors shall have been duly elected or appointed.

19. **Term of Office.** The term of office of elected directors shall be from the date of the meeting at which they are elected or appointed until the next annual meeting of members following such election or appointment, or until their successors are elected or appointed. Directors may hold two consecutive 2 year terms, then must take one year off before they may stand for election again. The director acting as President may act one more year on the Board as past president and assistant to the new president after the consecutive two 2 year terms. One half of the board must remain after each election.

20. **Filing of Vacancies.** From time to time in the event of any vacancy however caused occurring in the Board (except through an increase in the number of directors), such vacancy may be filled by the directors of the Corporation if they shall see fit to do so; otherwise such vacancy shall be filled a the next annual meeting of members or at a special general meeting of members held prior to such annual meeting and any director appointed or elected to fill any such vacancy shall hold office for the unexpired term of the director who ceased to be a director and who caused such vacancy.

21. **Vacation of Office.** The office of director of the Corporation shall be vacated if:

- (a) the director becomes bankrupt or a receiving order is made against him or he makes an assignment under the *Bankruptcy and Insolvency Act* (Canada), or any statute that may be substituted therefore;
- (b) an order is made declaring the director to be a mentally incompetent person or incapable of managing his own affairs;
- (c) notice in writing to the Secretary of the Corporation the director resigns his office and such resignation becomes effective on the later of the time it is received by the Secretary of the Corporation and the time specified in the notice.
- (d) the director dies.

22. **Removal of Directors.** The members of the Corporation may by resolution passed by at least two-thirds of the votes cast at a general meeting of which notice specifying the intention to pass such resolution has been given, remove any director before the expiration of his term of office and may, by a majority of the votes cast at such a meeting, elect any person in his stead for the remainder of the Board, such director may be removed by the Board and the Board may fill such vacancy as set out in the By-law.

23. **Remuneration of Directors.** The Directors shall serve without remuneration, provided that a director shall be paid reasonable expenses incurred by him in the performance of his duties.

DIRECTOR'S MEETING

24. **Place of Meeting.** Meeting of the Board may be held at any place within Manitoba.

25. **Notice.** A meeting of directors may be convened anytime by the President (or, in the absence of the President, by any Vice-President) or any four (4) directors, as the case may be, shall convene a meeting of directors. The directors may from time to time by resolution determine to hold regular meetings of the directors and shall by such resolution fix the dates or times of such regular meetings. So long as any such resolution is in effect the Secretary of the Corporation shall convene such regular meetings by notice given in the manner hereinafter referred to.

Notice of any meeting of directors stating the day, hour and place of meeting shall be given to each director at least two business days before the meeting is to take place, provided always that meetings of the Board may be held at any time without formal notice if all the directors are present or those absent have in any manner waived notice or have signified their consent to the meeting being held in their absence. Notice of any meetings or any irregularity in any meeting or in the notice thereof may be waived by any director and such waiver may be validly given either before or after the meeting to which such waiver relates. No error or accidental omission in giving notice of any meeting of directors shall invalidate such meeting or make void any resolution passed or proceedings taken at such meetings.

For the first meeting of the Board to be held immediately following the election of directors at any annual or special general meeting of the members or of a meeting of the Board at which a director is appointed to fill a vacancy in the Board, no notice of such meeting shall be necessary to the newly elected or appointed director or directors in order of the meeting to be duly constituted, provided that a quorum of the directors is present.

The notice need not specify the purpose of business to be transacted at the meeting except where specifically required by the Act.

26. **Participation by Telephone.** If all directors personally present at a meeting of directors consent, a director may participate in a meeting of directors by means of such telephone or other communication facilities as permit all persons participating in the meeting to hear each other, and a director participating in the meeting by that means is deemed, for the purpose of the Act, to be present at the meeting.

27. **Quorum and Voting.** Two-thirds of the directors then in office shall constitute a quorum for the transaction of business. Questions arising at any meeting of directors shall be decided by a majority of votes. In case of an equality of votes the chairman of the meeting in addition to his original vote shall have a second or casting vote. At any meeting a declaration by the chairman that a resolution has been carried or not carried and entry to that effect in the minutes shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour or against the resolution.

28. **Resolutions in Writing.** Subject to the Act, the articles or the by-laws, a resolution in writing signed by all the directors entitled to vote on that resolution at a meeting of directors is as valid as if it had been passed at a meeting of the directors. Such resolutions in writing satisfy all the requirements of the articles and by-laws relating to meeting of directors.

OFFICERS

29. **Election and Appointment.** The Board shall annually or more often as may be required elect a President and appoint on or more Vice-Presidents, a Secretary, and a Treasurer. Such officers shall be members of the Board. The offices of Secretary and Treasurer may, in the discretion of the directors, be held by the same person who may but need not be known as the Secretary-Treasurer. The directors may appoint such other officers and agents as they shall deem necessary who shall have such authority and shall perform such duties as may from time to time be prescribed by the Board.

30. **Removal of Officers.** All officers in the absence of agreement to the contrary shall be subject to removal by resolution of the Board at any time with or without cause.

31. **Delegation of Duties of Officers.** In the case of the absence or inability to act of the President, a Vice-President or any other officer of the Corporation or for any other reason that the directors may deem sufficient, the directors may delegate all or any of the powers of such officer to any director for the time being.

32. **Powers and Duties.** All officers shall sign such contracts, documents, or instruments in writing as require their respective signatures and shall respectively have and perform all powers and duties incident to their respective offices and such other powers and duties respectively as may from time to time be assigned to them by the Board. The duties of officers shall, subject to amendment by the Board, include:

- (a) **President** The President shall, when present, preside at all meetings of the Board and of members of the Corporation. The President shall also be charged with the supervision of the affairs and operations of the Corporation. The President with the Vice-President or the Secretary shall sign all by-laws. The President shall perform such other duties as may from time to time be assigned to the President of the Board.
- (b) **Vice-President** The Vice-President (or, if more than one, the Vice-Presidents in order of seniority determined on the basis of designation by the Board of their offices, such as "First" and "Second" Vice-President) shall be vested with all powers and shall perform all the duties of the President in the absence or inability or refusal to act of the President. The Vice-President or, if more than one, the Vice-Presidents shall possess any may exercise such other powers and duties as may from time to time be assigned to him or them by the Board.
- (c) **Secretary** The Secretary shall attend all meetings of the Board and record all facts of all proceedings in the book kept for that purpose, and shall when present act as secretary of all meetings of members. If approved by the Board, the Secretary may receive the assistance of a recording secretary who may attend meetings for the purpose of such recording. The Secretary shall have charge of the Minute Books of the Corporation and the documents and registered referred to in the Act as well as all books, papers, records, correspondence, contracts and other documents belonging to the Corporation. The Secretary shall perform all duties incident to his office or that are properly required of him by the Board.
- (d) **Treasurer** The Treasurer shall be responsible for the financial aspects of management of the Corporation, including the collection of all Corporation fees and, subject to the provisions of any resolution of the Board, the care and custody of all the funds and securities of the

Corporation and the deposit of same in the name of the Corporation and the deposit of same in the name of the Corporation in such depository or depositories as the board may direct. The Treasurer shall keep or cause to be kept the books of account and accounting records required by the Act. The Treasurer shall be responsible for the disbursement of the funds of the Corporation under the direction of the Board, and the taking of proper vouchers therefore and shall render to the Board account of all transactions and of the financial position of the Corporation. The Treasurer shall perform all duties incident to his office that are properly required by him by the Board.

33. **Vacancies.** If any office shall be or become vacant by reason of death, resignation, disqualification or other-wise, the directors may appoint an officer to fill such vacancy.

COMMITTEES

34. **Constitution of Committees.** The Board may from time to time constitute such committees as it deems necessary and shall prescribe their duties.

35. **Membership of Committees.** The Board may annually or more often appoint members of each such committee and shall designate one of the directors of the Corporation as Chairman thereof. The President shall be ex officio a member of each such committee. Members of committees need not be directors or members of the Corporation, with the exception of the Finance Committee or any similar committee which shall be comprised entirely of directors. Members of committees shall be subject to removal by the Board at any time with or without cause. Members of committees shall serve without remuneration but shall be entitled to reimbursement for any expense which they may incur.

36. **Meetings.** The committees may meet for the transaction of business, adjourn and otherwise regulate their meetings as they think fit. Questions arising at any meeting of a committee shall be decided by a majority of votes and in case of an equality of votes the Chairman shall have a second or casting vote.

NOTICES GENERALLY

37. **Service.** Any notice to be given to any member, director or auditor shall be served either personally or by telephone or sent by prepaid mail or by telex, telecopier, telegram or cable gram to such member, director or auditor addressed to him at his address as it appears in the books of the Corporation or, if no address be given therein, then addressed to the last address of such members, directors or auditor known to the Secretary of the Corporation. With respect to every notice sent by prepaid mail it shall be sufficient to prove that the envelope or wrapper containing the notice was properly addressed and put into a post office or into a post office letter-box; provided that notice may be waived in any manner or the time for the notice may be waived or abridged at any time in any manner by the person entitled thereto.

38. **Signature on Notices.** The signature, if any, on any notice, may be written, stamped, typewritten, or printed or partially written, stamped, typewritten or printed. Without derogating from any provision of the Act or this by-law requiring a longer period of notice, every notice sent by post shall be given at least fourteen days in advance of the date of the meeting to which it relates.

39. **Computation of time.** Where a given number of days' notice or notice extending over any period is required to be give, the day of service or posting of the notice shall not be counted in such number of days or other period but the day for which notice is given shall be so counted. Where the term "business days" is used in this by-law it shall mean Mondays, Tuesdays, Wednesdays, Thursdays and Fridays except where such days fall on statutory holidays.

40. **Proof of Service.** A certificate of the President, any Vice-President, the Treasurer or the Secretary of the Corporation or of any other officer of the Corporation in office at the time of the making of the certificate as to facts in relation to the mailing or delivery of any notice to any member, director, officer or auditor or publication of any notice shall be conclusive evidence thereof and shall be binding on every member, director, officer or auditor of the Corporation, as the case may be.

EXECUTION OF INSTRUMENTS

41. **Cheques.** All cheques, drafts or order for the payment of money and all notes and acceptances and bills of exchange or other evidences of indebtedness shall be signed by such officer or officers or person or persons, whether or not officers of the Corporation, and in such manner as the Board may from time to time designate by resolution.

42. **Contracts.** Contracts, documents or instruments in writing requiring the signature of the Corporation may be signed by the President or a Vice-President together with the Secretary or the Treasurer and all contracts, documents or instruments in writing so signed shall be binding upon the Corporation without any further authorization or formality. The Board is authorized from time to time by resolution to appoint any officer or officers or any person or persons on behalf of the Corporation either to sign contracts, documents or instruments in writing generally or to sign specific contracts, documents or instruments in writing and direct the manner in which any particular instruments in writing may or shall be executed.

The seal of the Corporation, if any, may when required be affixed to contracts, documents, or instruments in writing signed as aforesaid or by any officer or officers, person or persons, appointed as aforesaid by resolution of the Board.

The term "contracts, documents or instruments in writing" as used herein shall include deeds, mortgages, hypothecs, charges, conveyances, transfers and assignments of property, real or personal, immovable or moveable, powers of attorney, agreements, releases, receipts and discharges for the payment of money or other obligations, conveyances, transfers and assignments of shares, bonds, debentures or other securities and all paper writings.

In particular, without limiting the generality of the foregoing, the President, or a Vice-President together with the Secretary or the Treasurer are authorized to sell assign, transfer, exchange, convert or convey any and all shares, bonds, debentures, rights, warrants, or other securities owned by or registered in the name of the Corporation and to sign and execute (under the corporate seal of the Corporation or otherwise) all assignments, transfers, conveyances, powers of attorney and other instruments that may be necessary for the purpose of selling, assigning, transferring, exchanging, converting or conveying any such shares, bonds, debentures, rights, warrants or other securities.

FOR THE PROTECTION OF DIRECTORS AND OFFICERS

43. **Indemnity.** Except as otherwise provided in Section 11 of the Act, each director and officer of the Corporation, former director or officer of the Corporation or a person who acts or acted at the Corporation's request as a director or officer of a body corporate of which the Corporation is or was a shareholder or creditor, and his heirs and legal representatives, shall be indemnified against all costs, charges and expenses, including an amount paid to settle an action or satisfy a judgment, reasonably incurred by him in respect of any civil, criminal or administration action or proceeding to which he is made a party by reason of being or having been a director or officer of the Corporation or such body corporate.

44. **Limited Liability.** No director or officer for the time being of the Corporation shall be liable for the acts, receipts, neglects or defaults of any other director or officer or employee of the Corporation or for joining in any receipt or act for conformity or for any loss, damage or expense suffered or incurred by the Corporation through the insufficiency or deficiency of title to any property acquired by the Corporation or for or on behalf of the Corporation or for the insufficiency or deficiency of any security in or upon which any of the moneys of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency, or tortious act of any person, firm or corporation, including any person, firm or corporation with whom or which any money, securities or effects shall be lodged or deposited, or any loss conversion, misapplication or misappropriation of or any damage resulting from any dealings with any moneys, securities, or other assets belonging to the Corporation or for any other loss, of his respective office or trust or in relation thereto unless the same shall happen by or through his own wrongful and willful act or through his own wrongful or willful neglect or default.

The directors for the time being of the Corporation shall not be under any duty or responsibility in respect of any contract, act or transaction whether or not made, done or entered into, in the name or on behalf of the Corporation, except such as shall have been submitted to and authorized or approved by the Board. If any director or officer of the Corporation shall perform services for the Corporation otherwise than as director or officer or shall be a member of a firm or a shareholder, director or officer of a company which performs services for the Corporation, the fact of his being a director or officer of the Corporation shall not disentitle such director or officer of such firm or company, as the case may be, from receiving property remuneration for such services.

VOTING SHARES AND SECURITIES IN OTHER ISSUERS

45. **Voting.** All of the shares or other securities carrying voting rights of any other body corporation or other issuer held from time to time by the Corporation may be voted at any and all meetings of shareholders, bondholders, debenture holder or holders of other securities (as the case may be) of such other body corporate or other issuer and in such manner and by such person or persons as the Board shall from time to time determine. The duly authorized signing officers of the Corporation may also from time to time execute and delivery for and on behalf of the Corporation proxies and/or evidence of the right to vote in such names as they may determine without the necessity of a resolution or other action by the Board.

CORPORATE SEAL

46. **Seal.** The directors may, by resolution, at any time approve and adopt a seal which shall be the seal of the Corporation.

CUSTODY OF SECURITIES AND BANKING

47. **Deposit.** All shares and securities owned by the Corporation shall be lodged (in the name of the Corporation) with a chartered bank or a trust company or in a safety deposit box or, if so authorized by resolution of the Board, with such other depositories or in such other matter as may be determined by the Board.

48. **Nominees.** All share certificates, bonds, debentures, notes or other obligations belonging to the Corporation may be issued or held in the name of a nominee or nominees of the Corporation (and if issued or held in the name of more than one nominee shall be held in the names of the nominees jointly with right of survivorship) and shall be held in the names of the nominees jointly with right of survivorship) and shall be endorsed in blank with the endorsement guaranteed in order to enable transfer thereof to be completed and registration thereof to be effected.

49. **Banking.** The banking business of the Corporation, or any part thereof, shall be transacted with such bank, trust company or other firm or corporation carrying on a banking business as the Board may designate, appoint or authorize from time to time by resolution and all such banking business or any part thereof, shall be transacted on behalf of the Corporation by such one or more officers and/or other persons as the Board may designate, direct or authorize from time to time by resolution and to the extent therein provided including, without limitation, the operation of the accounts of the Corporation; the making signing, drawing accepting, of any cheques, promissory notes, drafts, acceptances, bills of exchange and orders for payment of money; the giving of receipts for any order relating to any property of the Corporation; the execution of any agreement relating to any such banking business and defining the rights and powers of the parties thereto; and the authorizing of any officer of such bank to do any act or thing on behalf of the Corporation to facilitate such banking business.

FISCAL YEAR

50. **Fiscal Year.** The fiscal year of the Corporation shall terminate on the 30th day of June, in each year or on such other date as the directors may from time to time by resolution determine.

ENACTED THIS 13th day of December, 2000

SPECIAL RESOLUTION OF PARKLAND HUMANE SOCIETY INC.

WHEREAS it has been decided at the Annual General Meeting of Parkland Humane Society Inc. that the aforementioned changes be applied to the By-Laws of the Corporation dated the 13th day of December, 2000.

NOW THEREFORE IT BE RESOLVED as a Special Resolution of the Corporation that the Fiscal Year of the Corporation shall terminate on the 31st day of August of each year and not the 30th day of June as noted on 50. of the By-Laws of the Corporation.

NOW THEREFORE IT BE RESOLVED that an additional clause be placed in 27. of the By-laws of the Corporation as follows:- "in order for an email vote to be accepted a) all Board Members must vote either yes or no; b) the decision made must be unanimous; c) if vote made by telephone call, a Board Member must have signed a form confirming their vote; and; d) all Board Members must have had voted."

AND BE FURTHER RESOLVED that an additional clause to be added in 18 of the By-law of the Corporation as follows:- "A member who is neutral party shall be nominated to hold the election of directors for the board.

This person shall according to the bylaws ask for names of members interested in holding a position on the board. These members shall be elected by a show of hands, unless a poll is demanded. If a poll is demanded the election shall be by ballot."

AND BE FURTHER RESOLVED that an additional clause to be added in 19 of the By-law of the Corporation as follows:- "Members shall keep in mind the bylaws of the Parkland Humane Society Inc. require that at least half of the past year board members remain after election. As such-past board members wishing to let their name stand shall identify themselves prior to the election off additional board members. (Retiring officers of the board shall be eligible for re-election)"

AND BE IT FURTHER RESOLVED that an additional clause to be added in 25 of the By-law of the Corporation as follows:- "The newly formed board, at the next monthly meeting shall appoint officers and constitute committees as required by the bylaws. This meeting shall follow the Annual General Meeting and no meeting shall be held prior to it.

The next monthly meeting shall be considered an orientation meeting and prior to any appointments, discussions regarding the constitution of committees and obligations with respect to Board duties shall be held."

2012 – 2013 PHSI FUNDRAISING REPORT

EXTREME FAMILY FUN DAY:

Extreme Family Day was once again put on by Peter and Liz Skobel and we made \$130.00.

FURBALL: Submitted by Celina Dunfield

February 16, 2013
Knights on Eleventh

Profit

Live Auction- \$2665.00
Silent Auction- \$2445.00
Fishing Rods- \$145.00
50/50- \$387.50
Liquor and Chinese Auction- \$4541.25
Liquor return- \$1229.44
Meal Tickets- \$8000.00
Major Sponsor- \$5000.00

Expenses

Liquor Liscence- \$100.00
Kinghts Hall- \$821.50
Band- \$3500.00
Dry Cleaners- \$77.90
Decorations/Glasses/Tickets Printing- \$1409.41
Liquor- \$2641.45
Catering- \$4200.00

Profit of event after expenses \$11662.68

BBQ & YARDS SALES:

We held two yard sales and BBQ's over the year and made approximately \$6,000.00.

COIN CANISTERS:- Submitted by Monica Archer

CASH LOTTERY:- Submitted by Monica Archer

It was a busy year for fund raising which can never stop. We had the cash lotto, and wood raffle and the pawsability luncheon.

Then the new year started with the fur ball , yard sales and bbqs at the shelter. We were fortunate to have Ste Rose and Dauphin EMS as well as McMunn and Yates do BBQ fund raisers for us. Facebook also has become a tool for us to sell donated items after the yardsales were over. We still have items being donated and will be /are doing a storage war on face book should be fun.

As always we are looking for people to help with fund raising events if you would like to help please let the shelter know I look forward to working with you.

Monica Archer
Fund Raising

LUNCHEON: Submitted by Robynne Cormier

PAWS FOR A CAUSE:- Submitted by Robynne Cormier

PARKLAND HUMANE SOCIETY ANNUAL GENERAL MEETING
October 7th, 2013

Fundraising Report 2012 - 2013

This year was a busy year for the PHS with many fund raisers and the opening of the new shelter. I am very proud to be a member from 2010 - 2013 and a board member for 2011 2013 in this wonderful organization

With the help of the board, many volunteers and sponsors, the Imagine the Pawsability Luncheon was a huge success last fall.
The Luncheon will be held on November 9th this year.

The Buy a Paw campaign took a break for a year as there were so many other fund raisers. For example The dog house money banks remain at businesses and institutions in the community. Hopefully another volunteer will take over the Buy a Paw for 2013-2014.

The selling of the Lottery tickets in the mall was something I enjoyed.

We decided not to do the distribution of phone books this year. Perhaps in the future we can explore that fund raiser if we can arrange it for a more pleasant time of year.

I would like at this time to announce that I will not be running for the board this year. I will still be volunteering at the shelter and have enjoyed my time there supervising and helping wherever I could.

Respectfully,

Robynne Cormier

FIRE WOOD RAFFLE:

The Fire Wood Raffle was put on by Darrell & Kathy Inkster. We made a total of approximately \$5,000.00.

SUNSET GOURMET:

We had a small fundraiser with Joanie Inkster and Sunset Gourmet and made a total of \$165.60.

COUNTRYFEST:- Submitted by Jill Forbes

This is the second year for PHSI to be volunteering at the Main Gates at Dauphin's Countryfest. With 21 Volunteers (the most out of all of the organizations volunteering) we were able to log 206.25 hours and made the grand total of **\$2,114.06**. As usual, it was a great time and we thank Dauphin's Countryfest for this opportunity once again!

