

MEETING MINUTES



Wednesday Nov 23rd, 2016 ANNUAL GENERAL MEETING

Mississauga Valley Community Centre, Program Room 1 from 7-9 pm

| Board Attendance | Board Member Regrets | Board Member Resignations | Guests |
|---|--|---------------------------|--|
| Gayle Laws- President Marianne Mowbray- Vice President Karen Forrest- Treasurer/JD rep Kira Wilkinson- Membership Irene Hill- Board member Carol Mitchell- Parkway Belt Jennifer Reid-Kuess- Etobicoke Valley Kim Miedema-Toto Kevin Pullis, Garnetwood Leslie Peres- Jack Darling | Marc LeBlanc- IT and website Cathy Hunt- Lakeside Leslie Jamieson- Secretary Anna Farrugia- Fundraising Dave Carty- Past President | Q-Park rep | Hazel McColl- City Liaison Members and guests |

1. The meeting was called to order at 7:05. Agenda was approved.
2. Motion to approve 2015 LFM Annual General Meeting Minutes; moved by Marianne Mowbray, seconded by Karen Forrest; carried
3. Motion to approve November 2, 2016 Board Meeting Minutes; moved by Marianne Mowbray, seconded by Karen Forrest, carried
4. The question of quorum was raised by the President. Reading the Constitution, it was believed that quorum should be 29 members, (5 % of current membership) and there were 26 present. No formal votes would be held at this meeting.

5. REPORTS:

a) Presidents Report, Gayle Laws

- 6 Board positions are vacant due to resignations and terms ending. Marc LeBlanc has completed his term. Terms that have expired are: President, Vice President, Treasurer, Secretary, Director IT, Director Fundraising
- Irene Hill is acting Secretary for this meeting due to the secretary's recent resignation.
- The President prepared a handout I which listed all of the LFM's achievements over the past year, which were many, including newsletters and membership drives, new display boards, articles in local rate payer associations and improved financial reporting procedures.

- Other significant 2016 Highlights include:
 - i. Definitions for Role Responsibilities for Board positions, to ensure volunteers knew what was expected and to clarify what was expected of each specific role.
 - ii. A reference manual for Board members
 - iii. Development of new website on upgraded WordPress platform which enables far greater marketing abilities and increased membership privileges
 - iv. Establishment of a Small Dog Park at Jack Darling in June 2016
 - v. New funding arrangement with the City of Mississauga which means that LFM will no longer have to raise funds to pay the construction of new dog parks, or for the general maintenance such as grass cutting. This allows LFM to provide education and social activities for park users and members. Fundraising will now focus on enhancements to the parks, such as lighting.

b) City of Mississauga Liaison Hazel McColl

- The LFM Board and its volunteers should be commended for an amazing year of significant accomplishments. Most of city councillors (8 of 10), are dog owners and our performance to the city has been impressive and noted. Other cities look at the Mississauga model and view it favourably, due to park user direct involvement in maintaining the parks.

c) Financial, Karen Forrest

- Karen presented the financial report showing Profit/Loss and Year End Balance sheet followed by discussion from audience.
- She noted that the website was produced by 'SEP'. SEP has agreed to provide ongoing management, maintenance, regularly valued at \$100/month, in exchange for advertising privileges.
- The financial reports could not be approved as there was no quorum. They will be presented at 2017 AGM.

d) Membership and Communications, Kira Wilkinson

- As of this week LFM has 588 members
- Commencing 2015, the Board directed that membership renewal was determined to follow the calendar year rather than the anniversary of the dog owner's first registration. This was due to the volunteer hours required to process membership forms. As of 2017, membership will revert back to being renewed on the anniversary date, as notification of renewals can be done electronically by the new website. It is expected that membership renewal rates will improve during 2017.

e) IT and website, Marianne Mowbray

- The new website was launched on November 22, 2016 and the arrival of this new technology will entice greater membership registrations, enhanced marketing and advertising opportunities, more privileges for members, and ultimately better experiences for dog owners and their pets.
- This website will enable automatic renewal of memberships, saving hours of manual labour.
- A Pet Memorial section was discussed. It will include a photo of the deceased dog with an opportunity to write a few words honouring it. It was decided to suggest an open donation for this memorial. Photos would stay on the website for a year.
- Also proposed was a section to introduce new puppies.
- Funds raised from memorials might be allocated to a new tree planted in the park in the dog's name.
- Members are requested to submit photos of dogs to be posted on the website.
- Hits will be tracked and recorded to validate this website for sponsorship purposes.

f) Fundraising and Event Planning:

- No report

6. Zone Updates:

- a) Etobicoke Valley: Jennifer reported that 2016 brought a picnic table, bulletin board, and a membership drive in her park.
- b) Jack Darling: Karen explained that JD is certainly the largest dog park and attracts dog owners from distant locations. The opening of the Small Dog Park in June 2016 was exciting for this year. They also had an Easter Egg Hunt with loot bags donated from Ren's Pet store. 'Caruso', a famous dog, came to visit in the spring which attracted a wonderful crowd.
- c) Lakeside: Many trees have been removed due to disease. This has left the park without tree shelter. Work is being done to permanently deal with drainage issues.
- d) Parkway Belt: Carol commented there are lots of new puppies, membership is increasing and people are happy that the new shelter is coming in spring 2017. An audience member commented that she feels 2016 has been the best year for general maintenance at Parkway Belt.
- e) Q-Park: Former Park Rep AI reported that the park is fine. 311 has not responded to ongoing requests for repairs to the gate and fencing in this park. Hazel responded that she would follow up.
- f) Toto: Kim reported a profit of \$650 from photos with Santa. A min \$5 donation was requested. One member donated 120 patio stones. Hound day was very successful with support from Frank of 'Gentle Jakes Hound Reserve'.

- g) Garnetwood: Kevin commented that the park needs wood chips for mud problems; there has been increased membership and a nice social community of dog owners who volunteer to keep the park clean.

7. New Business:

- a) Revision of the Constitution: a project for the Board in 2017 to revise and update the Constitution.
- b) Annual Fee change from \$15 to \$20 per year for one dog. Discussion did not support this raise unless there was some evident increased value as well. Audience members questioned the necessity in increased fees when our expenses have decreased. Karen explained that money is required for enhancements and improvements. Funds are required for events such as the egg hunt, barbeques, social events, member education, hosting dog breed days, etc. Membership fee was compared to health club fees. The penalty for 'dog at large' is \$305 which makes our fees seem paltry. There was a majority show of hands to support an increase of the annual fee to \$20.00.
- c) Added financial controls were incorporated this past year such as requiring the submission of receipts prior to reimbursement and full documentation required to justify each expense. LFM pledges that all financial transactions are transparent and in compliance with the 'Incorporation Act'.
- d) Formal elections to the board are not possible because of lack of quorum. However it was agreed by show of hands that volunteers for Board positions the 2017 year include Marianne Mowbray, Karen Forrest, Gayle Laws, and Irene Hill. New volunteers include: Hugo Reinoso; James Aiken, Yvonne Eddy and Samir Menon.

The President thanked everyone for attending and supporting the Leash-free Parks. We all must remember that we are volunteers contributing to the parks for the benefit of the dogs—to make the leash-free parks safe and enjoyable for the dogs.

The meeting adjourned at 9:00 pm.

Minutes taken by Irene Hill , Acting Secretary