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**CAT HAVEN**  
every cat matters



**Cat Welfare Society Inc t/a/ Cat Haven  
Annual General Meeting  
Wembley Community Centre, 40 Alexander Street, Wembley**

<b>Date of Meeting</b>	Sunday 11 September 2022
<b>Declare the Meeting Open</b>	15:03
<b>Declare the Meeting Closed</b>	17:15
<b>Attendees &amp; Apologies</b>	
<b>Present</b>	27 Members Present: Sunita, Caitlin Ambrose, Ngaire Anderson-Johnson, Paul Anderson-Johnson, Bente Andrew, Brigitte Bouhours, Laura Bucur, Michael Calver, Christopher Clegg, Tamara Clegg, Nick Coombes, Charlotte Fehr, Jennifer Gates, Julie Hewson, Katy Jaksic, Kelly McKenzie, Kasia McNaught, Maryam Omari, Robin Orton, Jenny Ough, Shirley Patrick, Amy Pearn, Brenda Quinby, Roz Robinson, Kate Taylor, Gary Westacott, Gregory Willson,
<b>Proxy Voters</b>	Charlotte Fehr (x2), Robin Orton, Katy Jaksic (x11), Amy Pearn, Brenda Quinby, Caitlin Ambrose, Roz Robinson
<b>Apologies</b>	Veronica Geary, Clare Papasergio, Delma Zimmermann, Penny Wells, Ilona Jaksic, Anne Brinkworth, Carol Hudson, Janet Pasqua, Annmarie Lennon, Martin Taylor, Beverley Cooper, Crystal O'Neill, Wendy Peace, Marjorie McManus, Hugh McManus, Ann Jones, Jane Stagoll, Raelene O'Brien, Shelley Ockelford, Nicole Bishop, Patricia Gregory, Joanne Murphy
<b>Declaration of Quorum</b>	R. Orton as Chair declared the presence of a quorum
<b>Date of Next Meeting</b>	August 2023 - TBC

Item No	Item	Discussion Points / Decisions
1.2	<b>Introduction of Board of Management</b>	<p>Members of the Board of Management introduced themselves: R. Orton (Chair), B. Quinby (Deputy Chair), A. Pearn (Secretary), N. Coombes (Treasurer), P. Anderson-Johnson (Ordinary Member), K. Jaksic (Ordinary Member), K. McNaught (Ordinary Member), M. Omari (Ordinary Member) and Roz Robinson (Chief Executive Officer).</p> <p>R.Orton acknowledged the meeting was taking place on Noongar Whadjuk land.</p>
2	<b>Apologies &amp; Proxies</b>	As per page 1
	<b>Proxy voting system and order of business</b>	<p>A Pearn explained the operation of the proxy voting system. All proxy forms were sighted prior to the meeting commencing and where the absent member's voting intentions for general business items had been made clear, they had been counted and were added to the poll tallies as appropriate. Where a member had not indicated their voting intentions explicitly, the nominated proxy member was specially called following the main show of hands and required to vote on their behalf.</p> <p>21 valid proxies were received prior to commencement of the meeting.</p> <p>General items of business would require a simple majority to be carried (&gt;=50%). One Special Resolution would require a &gt;=75% majority.</p> <p>The voting process for the Board would be discussed in further detail later.</p> <p>No objections were raised.</p>
3	<b>Minutes of the 2021 Annual General Meeting</b>	<p><i>Note: only members who were physically present at the 2021 AGM were eligible to vote in this motion.</i></p> <p><b><i>Motion: That the Minutes of the meeting of the Annual General Meeting held on 29 August 2021 be taken as read and confirmed as a true and correct record.</i></b></p> <p><i>Moved: Robin Orton      Seconded: Amy Pearn (18 FOR, 5 eligible proxy FOR, 0 AGAINST, 5 ABSTAIN-the number abstaining exceeds the number of eligible voters, and was deemed to be ineligible members abstaining from the vote. This does not impact the outcome of the vote FOR)</i></p> <p><b><i>MOTION CARRIED</i></b></p>

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4	<b>Chair's report on condition and progress of the Society</b>	<p><i>Delivered by R. Orton (Chair)</i></p> <p>“Arianna Huffington, CEO of the Huffington Post chose the word “Resilience” in 2021 as her Word of the Year and for 2022 has aptly chosen “Resilience+”. In a nod to television streaming platforms who have done the same, the ‘plus’ recognises the fact we are in a constant state of change. To quote Arianna, resilience is not an end state we can reach. We would undoubtedly like to reach a conclusion – that steady state of normalcy where things are largely predicably – however if 2022 has taught us anything on a local or global level, we cannot predict what will come our way but instead must remain agile, flexible, and unwavering. These three adjectives are the epitome of Cat Haven: agile in our approach to services we provide; flexible in how we adapt; and our unwavering commitment to the cats of Perth.</p> <p>In October last year at our 60<sup>th</sup> birthday I reflected on the events of 1961 – mankind entered space, JFK was inaugurated, and Elvis Presley had multiple number one hits. I also paid homage to Val Mitchell who, at 96, was still an active member of Cat Haven and was one of its founding members. Sadly Val, who only ever missed one AGM in her years, passed away in June. Her steadfast passion, along with that of Isobel Grigg who also passed earlier this year, was instrumental to creating this organisation whose mission then remains the same today – and shall always be.</p> <p>Over the past twelve months Western Australia has transitioned from largely living without COVID to living alongside it. Coupled with events on the international stage and economic headwinds, these have had a significant effect on Cat Haven. I would like to thank the tireless efforts of the staff who have borne the brunt some challenging times and to our esteemed leader, Roz, for her continued stewardship. For the second year running there has not been the traditional winter downtime. Intake numbers and sadly, owner surrenders, have persistently remained high which is a reflection of the rental crisis and cost of living situation. We continue to see owners faced with the heartbreaking choice of either keeping a roof over their head or keeping their beloved pets. This should not be something anyone should have to be forced to contemplate, period. There is irrefutable evidence around the profound benefits that pet ownership has, among other things, mental health. We continue to advocate to changes to the Residential Tenancies Act to remove pet discrimination. Similar moves in other national jurisdictions have seen positive changes which I am hopeful will be reflected in our WA act.</p> <p>As Nick will allude, we continue to rely on the generosity of the public for donations and purchases to cover our operating expenses – in fact this accounts for some 98% of our revenue. Further to, if not for those who generously leave bequests to Cat Haven, we would operate at a loss. Bequests are by their nature an unpredictable source of revenue and as a Board we have taken some steps to diversify. We have established an investment fund to aim for ongoing and modest returns which outstrip those of traditional bank savings account interest. We have also applied for numerous grants and pleasingly a number of these have been successful. Roz will go into further detail on these but as a footnote to the financial year, in late July we received a Lotterywest grant. This grant will see the provision of a demountable building installed outside the Cottage with the building partitioned to provide much needed office space, an all-weather lunchroom and a dedicated sick room for staff and volunteers.</p>

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		<p>We recently had an audience with the Minister for Housing and Homelessness, the Hon John Carey, to discuss the process for a review of the annual State Government grant funding. Cat Haven has received an annual grant of \$75,000 since 2013 however over this time its value has remained the same value, yet the value of the service provided by Cat Haven to the community has significantly increased. In 2011 we took in around 4,000 cats whereas today this regularly exceeds 8,000. Since 2013 we have also established and operate our emergency boarding service and provide our ranger and cat management facility services to some local governments.</p> <p>Cat Haven provides services to every sector of community and across Western Australia taking cats from Broome, Karratha, and Carnarvon in the north to our South West and Great Southern regions. Without, this burden would fall to smaller organisations who would not be able to cope merely with the cat surrenders let alone providing the additional community outreach programs and services. The work that Cat Haven does, and the role it plays in not just animal welfare, but cat management cannot be downplayed or underestimated. We have commenced preparation of a detailed strategic business case to support a request for additional State Government funding to ensure Cat Haven’s mission is understood and we can remain a resilient and financially stable organisation well into the future.</p> <p>Last year we launched our 2022-2024 Strategic Summary which was founded on three pillars. A summary of progress against each is below.</p> <ul style="list-style-type: none"> <li>• Organisational Sustainability – employment of two staff to centralise all volunteer management activities both on and off site. Progressing development and roll-out of staff key performance measures to drive accountability and empower staff decision making to reduce direct management by CEO. Progression of succession planning has been pushed back following loss of some key staff and COVID sickness impacts, with an immediate focus instead on organisational stability. Diversification of savings to create investment portfolio.</li> <li>• Technology Infrastructure – significant inroads were made over the past year with upgrades to network infrastructure to improve stability and redundancy, replacement and upgrades of computers, and deployment of Wi-Fi across the site to improve productivity and reliability.</li> <li>• Community and Stakeholder Engagement – increased presence at local markets in areas we have not typically visited before. Engagement at this year’s Cat Expo in October. Investigating strategic donation drop-off points with our EAC and vet network to make it easier for the community to help. Proactive media releases to drive awareness in Cat Haven. Greater lobbying of government to communicate key issues, provide policy feedback and challenges.</li> </ul> <p>From a governance perspective, an annual review of our Rules was undertaken with some suggestions for improved workability and administration put forward for consideration at this year’s AGM. We have also identified through prior organisational reviews the need for several management plans to operationalise and guide our Strategic Summary. These will be formalised over the next twelve months and communicated to staff accordingly.</p>

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		<p>Turning toward events ahead, we see the return of our annual quiz night to its original home and pleasingly it sold out within three days. This was a record and testament to the quality of this event and community support. We also have our annual Wet Nose Day planned for November.</p> <p>Finally, we would not exist but for the hard work and dedication of our many hundreds of volunteers. Whether through fostering cats in their own homes, assisting on grounds, or fundraising. Without our volunteers we would struggle to provide our services and remain open. You are our lifeblood and simply amazing.</p> <p>Cat Haven is far more than a group of crazy cat ladies (or gentlemen) – although a certain amount of fervor is needed. We have a passion for cats and ensuring we can provide all homeless cats with the best care possible to maximise their chances of being rehomed. This is but a small token we can give to them for the immeasurable benefits owning a cat can provide.”</p> <p>****</p> <p>No questions were raised. The Report was noted and received.</p>
5	<b>Chief Executive Officer’s Report</b>	<p><i>Delivered by R. Robinson (CEO)</i></p> <p>“Thank you to every one of you here today for coming along to the 2022 AGM it is always so good to see so many familiar faces.</p> <p>Before I cover off the last 12 months I want to pay tribute to two faces sadly missing here today Val Mitchell’s and Isobel Grigg’s. As many of you will know, Val passed away in June this year, after a long and debilitating illness. Perhaps newer members might not be aware of her contribution to Cat Haven and Cat Welfare in this state over the last 60 years. Val was the last of the founding members of Cat Haven. As we know, Cat Haven was born out of a group of dedicated women, who were appalled at the treatment of cats which were viewed as vermin by many sectors of the community back then in the late 1950s. Val’s passion was rescuing cats “from the perils” of the streets, and was a volunteer ranger for many, many years. She advertised for volunteers to help her, and it was here she met up with Isobel Grigg who helped Val and Cat Haven right up until a couple of years ago, when she entered a nursing home. Sadly Issy passed away earlier this year. This is really the passing of an era- of pioneers who paved the way for the better future cats now enjoy compared to then. Val often said to me she wished those who had gone before her could see the headway made. Both of these ladies were passionate, determined and unwavering in their commitment to cat welfare in WA. Long may their spirit live on.</p> <p>Now to the last 12 months.</p>

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		<p>The rental crisis and cost of living continue to be major reasons for the surrender of cats to Cat Haven. And it is the same as last year, when we should be enjoying some down time to strategically plan for the coming summer season, our shelter is continually pushed to the limits with over 200 cats constantly on-site. It is also felt anecdotally amongst staff, that potential adopters are reluctant to take on the responsibility of cat ownership fearing their own living circumstances may change and they may have to give up their much loved feline if they can't find accommodation which will take cats. Whether or not this is true, there seems to be a down turn in adoptions on site, and when in the past we would see 30 + adoptions on a Saturday, we now place less than 20 cats.</p> <p>We have been asked to provide statistics relating to cat surrenders going back to 2019 due to rental issues to the Dept. Of Mines, Industry Regulation and Safety. This is part of the review of the Residential Tenancies Act 1987 and we can only hope for a positive outcome. Meanwhile- staff and volunteers have to face the unenviable task of assisting very distraught owners to surrender their much loved family members. This is very challenging for them and although we offer counselling services, I feel that staff and volunteers are forgotten victims of what we face each day.</p> <p>The dedicated dental room I mentioned last AGM funded by the state government as an election promise, is now functioning and we are hoping the minister will officially open it soon. With 70% of cats showing dental disease by the age of 3, we want to ensure all cats leaving us have been treated for this.</p> <p>The bereavement rooms are still work in progress following delays with Council and West Australian Planning permission. Additionally, due to the building boom, the costs have blown out and the grant of \$150,000 will not cover it. All I can hope is at next year's AGM we can say it is all finished.</p> <p>We were successful in obtaining 33k Animal Welfare grant to de-sex high risk cats. There are still people who don't understand the laws or think it is ok to let a cat have a litter, or who simply can't afford the cost of a regular vet. Cat Haven will cover the cost of the microchip in all of these cats.</p> <p>Another Animal Welfare Grant application of 50 k has recently been lodged seeking assistance with our emergency boarding facility and offering help for those living remotely or in the country. Whilst there are very limited services for this in metro area, Cat Haven being one, I don't believe country people have any option to rehome their cats, or possibly have them euthanized. We hope if this grant is successful we can give some a chance to be reunited with their cat.</p>

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		<p>A number of councils are talking about cat containment to owner's properties for a number of reasons including protection of wildlife. Cat Haven has a developed a position statement on which agrees with cat containment to the owner's property. We feel it is much better welfare for the cat to be contained provided there is enrichment. We are happy to share this with you – just give me your email address at the end of the AGM and I will forward you a copy.</p> <p>The last 12 months have seen us receive a record amount of \$1,754,659.29 in bequests. This is always bitter sweet for us. Sometimes the deceased was well known to us, and this makes it especially hard. But what a wonderful legacy to leave us and to know that we can continue because of this.</p> <p>We have added 7 day a week support for our wonderful volunteers in the form of two staff, who are responsible for recruiting, inducting, training and supporting all our volunteers on site and ensuring their safety. With changes to WH&amp;S, volunteers now come under our Workers Compensation Insurance. We are accelerating inductions to fortnightly in order to overcome some of the shortages we are experiencing due to Covid and winter colds. We are recruiting adoption volunteers in particular so that we can service all cats.</p> <p>As always I like to finish with thanking all of the staff who I work with at Cat Haven. They face challenges daily- work long hours in less than fit for purpose buildings. We have a wonderful team on board.</p> <p>I would like to thank our loyal and giving volunteers, and foster carers. They do everything they do for the sheer love of cats. With over 660,000 NFPs to choose where they could volunteer, I am always amazed, thankful and humbled they have chosen us- litter trays and all!</p> <p>I would like to thank our Board who are also volunteers for all of their hard work, for the amazing amount of time they put in and the serious responsibility the role of a Board member comes with. They provide support, guidance and leadership and help me when the going gets tough,</p> <p>Sometimes I have to pinch myself that I have this role – how many people are lucky to love what they do for a living, yet at the same time, having the ability to steer the ship?"</p> <p>****</p> <p>No questions were raised. Two comments were received from Kate Taylor. Thanks expressed to Foster Team. Thanks expressed to Amber Ashford (Marketing Coordinator) for coordination of Xmas wrapping. Raised free seniors' paper that is going online (100,000 homes) to advertise for potential new foster carers.</p>



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7	<b>Audit Report</b>	<p>No questions were raised in relation to the audit report.</p> <p><b><i>Motion: That the Financial Report for the financial year ending 30 April 2021 be accepted.</i></b>  <i>Moved:</i> Kate Taylor <i>Seconded:</i> Paul Anderson-Johnson  <b><i>CARRIED UNANIMOUSLY (27 FOR, 21 eligible proxy FOR, 0 AGAINST, 0 ABSTAIN)</i></b></p>																																
8	<b>Notice of Special Resolutions</b>	<p>R. Orton stated that there was one Special Resolution this year to consider.</p> <p>A marked-up copy of the Rules of Association and summary of the proposed amendments to the Rules of Association was circulated with the papers for this AGM. The proposed changes are required to ensure we comply with the Corporations Act 2001 and selected DMIRS Model Rules. Further, there is one typographical error which is proposed for amendment. One (1) Special Resolution is proposed to accept the various changes <i>en bloc</i>.</p> <p><b><i>Motion: That the proposed Rules of Association amendments be accepted.</i></b>  <i>Moved:</i> Chris Clegg <i>Seconded:</i> Jenny Gates  <b><i>CARRIED UNANIMOUSLY (27 FOR, 21 eligible proxy FOR, 0 AGAINST, 0 ABSTAIN)</i></b></p>																																
9	<b>Election of up to three (3) Board Members</b>	<p>R. Orton handed chairing of the meeting to Returning Officer P. Anderson-Johnson.</p> <p>The Returning Officer introduced themselves and stated that 6 valid nominations had been received under Clause 10.5 and that there were three vacant positions. Each candidate required at least 50% of votes, including proxies, to be considered for election.</p>																																

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		<p>Candidates: Nick Coombes, Kelly McKenzie, Amy Pearn, Sunita, Greg Willson, Julie Hewson. All spoke in support of their nominations.</p> <p>The Returning Officer called for a Scrutineer from the floor. Charlotte Fehr accepted as Scrutineer.</p> <p>Upon counting the ballots, the Returning Officer declared two nominees duly elected as follows:</p> <p><u>Board Member</u>    Nick Coombes</p> <p><u>Board Member</u>    Amy Pearn</p> <p>Fewer than three nominees received enough votes to be elected, a supplementary vote was required, and the Returning Officer called for nominations from the floor. The following nominations were received:</p> <p>Kelly McKenzie, Sunita, Greg Willson, Julie Hewson, and Tamara Clegg nominated from the floor. The Returning Officer confirmed the support of two current members present for Tamara's nomination.</p> <p>Each nominee was called to provide a brief statement and a supplementary vote was held by secret ballot.</p> <p>No nominees received &gt;50% of the vote. The Board took a recess to deliberate.</p> <p>The Board appointed Julie Hewson to fill the vacancy in accordance with the Rules.</p> <p>There being no remaining vacancies, the Returning Officer declared the nominees as newly elected Board members for a term of two years commencing today.</p>
10	<b>Other Business</b>	No other business.
	<b>Meeting close</b>	17:15PM

Accepted as a true and accurate record of the meeting held on 11 September 2022.

**Date:** \_\_\_\_\_ **Chairperson:** \_\_\_\_\_ **Signature:** \_\_\_\_\_