



Bide Awhile
Animal Shelter Society

2020-2021 Annual Report

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"UNTIL ONE HAS LOVED AN ANIMAL, A PART OF ONE'S SOUL REMAINS UNAWAKENED"

- ANATOLE FRANCE

President's Report



Last year I reported on all the changes we had undergone and the changes continued this year. Shortly after our AGM we had to find an Interim Executive Director and Charles Baxter graciously stepped in. Charley has been a huge help to us this past 10 months and I don't think I can thank him enough. From working with lawyers to finalize a large bequest to figuring out how to get a ramp installed to fixing a dryer vent, Charley has taken it on. In May the search for our new Executive Director began and near the end of August we welcomed Paul Jenkins into the Bide Awhile family as our new ED.

I know that very few of you will have had the chance to meet Paul as yet, so I am pleased to provide a quick introduction. Paul and his wife moved to Nova Scotia from Ontario a couple of years ago. Their life in Ontario included opening and running their own animal shelter. Paul comes to us with a wealth of corporate experience as well as shelter experience. I am sure you will be able to meet Paul in person once we are able to hold events again.

We are working towards a reopening plan that will ensure the safety of our very small staff. As you know, with a limited number of staff comes an increased risk for the shelter. We will keep you all informed but for now, the shelter is closed to the public and volunteers and adoptions continue to be by appointment.

Jennifer, our Animal Care Manager for those who don't know her, has been the key to keeping the Shelter safe during COVID, ensuring all rules are followed. Over a year ago, with her design, the Palliative Care Long Term Foster program was launched. I know Charley has an update on the program and other initiatives Jennifer and team have brought forward in his report so I won't spoil it.

We have reached a significant milestone; we now have \$2 Million in assets, which is an amazing feat for an organization our size. We have been discussing opportunities that this opens for us as well as things we feel we should consider. Some opportunities such as upgrades to the building, namely installing air conditioning will be items we will assess in the upcoming year. Under consideration is having a full financial audit as opposed to a review engagement which would open us to additional funding opportunities.

This marks the end of my term as President but I am not going anywhere and will step into the role of Past President. The role of President is very different in a COVID world; I haven't been physically at the Shelter very much this past year. I know we are, as we always have, been doing fantastic work with the animals in our care thanks to the amazing team at the shelter. I have had the pleasure of working with a fantastic Executive and Board this year and I want to thank each and every one of them for their support and hard work over the past year. Specifically I would like to thank my fellow Executive team; Aaron, Christine, Kate and Jenny. It has been an honor to hold the position of President these past two years and I thank you all for this opportunity.

Stacey Langley
President

Executive Director's Report

16 months into the Provincial State of Emergency, COVID-19 safety protocols remain in place at the shelter, and we have continued to connect animals coming into our care with their new "Forever" homes. 396 adoptions were completed from March 25, 2020 to July 31, 2021. I commend Jennifer Taylor and her team for their dedication in caring for the animals and preparing them for their new homes. The staff stepped up in a big way, maintaining strict cleaning schedules and enhanced sanitization protocols, feeding our furry guests and providing necessary medicines and treatments as prescribed by our shelter vet. With the shelter doors necessarily closed to volunteers for health and safety reasons, socialization by our team was even more important as the support in this area was no longer provided by volunteers.

Staff interaction with our animals helps the animal adjust to what is sometimes a traumatic transition as they enter our shelter. In addition, the team assesses whether our animals will likely get along well with other pets and/or children, as well as their energy level. This

information is vital in screening adoption enquiries to ensure the best fit.

Communications Coordinator, Michael Stack (Melissa MacPhee until May 2021) also played an important role in Bide Awhile's successful operations. Potential adopters could no longer come into the shelter to meet all of our available animals. Instead, they booked appointments to meet the specific animal they were interested in adopting. Melissa and Michael had the task of sharing our residents' stories engagingly and accurately via Bide Awhile's website and social media channels. The combined efforts of Bide Awhile's Animal Care and Communications staff led to a high adoption meeting success rate.

Due to ongoing physical distancing requirements, Pet Visitation, Reading Circle and many other volunteer activities, remain on hold. A notable exception has been Valerie Myra's continued dedicated work keeping Trio's Place ship shape. She and her family and friends even made and donated a beautiful new sign for the entrance to the garden. We look forward to the lifting of restrictions and re-

starting volunteer, program and fundraising activities that have been mainstays of our organization in the past.

Long-Term Foster/ Palliative Care Program

This program, an initiative of Jennifer Taylor, our Animal Care Manager, removes the cost of caring for animals with unique health challenges, that might otherwise pose a barrier to an otherwise good adoption match. Bide Awhile assumes the costs associated with treating the pre-existing condition through its veterinary partner, Eastern Passage Village Veterinary Hospital. To date, 16 animals have entered the program, and 13 are currently active. This program will increase Bide Awhile's veterinary costs. In 2021 we received a \$10,000 bequest designated for the area of greatest need and elected to use these funds to cover vet bills for animals in the Palliative Care Long-Term Foster Program. We are optimistic that the positive outcomes from this program will resonate with our supporters enabling funding of its ongoing operation.



Executive Director's Report

Spay/Neuter Program

This program has seen significant growth in 2020 and 2021. Through Eastern Passage Village Veterinary Hospital, Bide Awhile did 366 spay and neuters in 2020 and 257 to the end of July 2021 compared to 198 in 2019. The increase in activity is largely due to our partnership with 9-Lives Cat Rescue Society who have chosen Bide Awhile's low-cost program for their spay and neuters surgeries. 9-Lives is also an important source of our shelter cats, both directly and by referral. We support them with food donations when possible. I believe that mutually beneficial partnerships like this will be an increasingly important part of Bide Awhile's future.

Animal Care

Bide Awhile purchased 19 connecting portals that are currently being installed between kennels. This creates a larger double kennel with separate living and litter box areas. The increased space of these combined kennels will enhance the environment for our animals, especially during the initial intake period. By doubling the size of a single kennel, we have reduced the total number of individual kennels. However, as the shelter has improved its care techniques and processes, and adopters have become more willing to adopt older animals or those with medical issues, it now takes less time to adopt our animals. Therefore, the reduced number of kennels has not impacted the number of animals we are able

to help annually – it remains consistent with prior years. In addition, as needed, the portals may be closed, thereby reverting back to the original layout if intake temporarily requires more kennels. This initiative was championed by Jennifer, our Animal Care Manager, who is always looking for ways to enhance the environment of our resident animals.

Human Resources

The Board of Directors supported a move to increase the hourly rate of pay for its Animal Care Attendants to \$15 per hour over a two-year period. This was done in recognition of the important work these front-line staff members do in caring for our residents. Observations reported by our Animal Care Attendants on their daily inspections have resulted in timely treatment and saved animal lives. We are always conscious of the need for economy with our funds, but felt this was a very worthwhile investment. Subject to budget approval, phase two of this increase will be completed in the 2022 fiscal year.

Information Technology

In late 2020, Bide Awhile made hardware and software upgrades to its existing computers extending their useful lives by two years. Operating systems were upgraded, where necessary, to Windows 10. Cloud-based Microsoft 365 Business Premium (including Outlook, Word, Excel, PowerPoint, Access, Teams, etc.) was also installed on all computers. Licensing for Microsoft 365 was

provided free of charge through Tech Soup. Bide Awhile also upgraded its accounting system, Sage 50, by adding the payroll module increasing the efficiency of processing its bi-weekly payroll. The shelter upgraded its website to enable online payments to be taken directly, successfully piloting this enhancement by using it to process Pet Photo Contest entries directly.

Welcome Paul Jenkins

On August 23rd, Paul Jenkins joined Bide Awhile as its permanent Executive Director. Paul has a strong business background and has experience managing an animal shelter in Ontario. I have enjoyed working with Paul during his transition into his new role. I am confident that he will receive excellent support as I did during my tenure from the team, and look forward to seeing where they take Bide Awhile.

Signing Off

I want to thank the Board of Directors for the opportunity over the last several months to work for an organization that has meant a lot to me as a long-term volunteer, supporter and adopter. I especially want to thank Jennifer, Melissa, Michael, Wanda, Chelsea, Mackenzie, Chelsey, Hannah, Justin and Samantha for their support. It was a privilege to work with you all for some or all of the last ten months supporting Bide Awhile's wonderful cause.

SUBMITTED BY CHARLES BAXTER
INTERIM EXECUTIVE DIRECTOR

Bide Awhile Animal Shelter Statistics

Animals In

Period	Cats	Dogs	Total	Halifax	County	Dartmouth
2020	307	5	312	76	126	110
2019	305	10	315	92	90	133

Adoptions

Period	Cats	Dogs	Total	Male	Female
2020	318	5	323	163	160
2019	297	11	308	141	167

Spay/Neuter Program

Palliative Care Foster

Return to Owner

Period	Total	Total	Total
2020	366	7	10
2019	198	1	11

Euthanasia

Period	Total
2020	12
2019	9



Finance Committee Report

We are reporting on our fiscal year end, December 31, 2020. Our financial statement package includes the following:

Balance Sheet (page 2) – reflects the assets Bide Awhile owns and the liabilities we owe - financial obligations we are required to settle now and in future periods. The difference between the asset and liability accounts is called unrestricted net assets.

Statement of Operations and Net Assets (page 3) – looks like an income statement for a business but for us it shows revenues less expenditures, grouped by source (operations and other). Operations relate to the core business of running the shelter, while Other is related mainly to investment activity.

Statement of Cash Flows (page 4) explains the change in the cash balance from the prior year. In other words, where did cash come from and where was it spent.

Notes to the Financial Statements (page 5-9) provide further explanation of items found in the balance sheet, statement of operations, and cash flow statement.

Highlights for 2020:

Balance Sheet

We had \$124,293 in cash in the

bank on December 31 year end. Our investment portfolio decreased approximately \$16,852 year-over-year to \$1,247,218. At year-end, we held a combination of cash (\$19,781) bonds/high-interest savings accounts (\$730,946) and stocks (\$496,491) all in accordance with our approved investment policy.

Capital assets decreased overall due to amortization being higher than capital asset additions.

Deferred contributions represent donations received for the Spook's Memorial Kitty program that have not yet been utilized in the program.

Deferred contributions related to the building are being recognized over the life of the building. This relates to capital campaign donations received towards the construction of the new shelter. As we amortize our building (an expense), we will amortize the deferred contributions (a revenue, under Other Income).

Revenues

Year over year revenue increased by \$103,631. Donations, bequests, memorials, and pledges account for \$91,489 of the increase while fundraising revenues dropped by \$10,828. Donations to Spook's Memorial increased by \$22,360.

Additional funds raised via the lottery could not fully cover the shortfall resulting from the Bluenose Marathon, Cat Yoga, Cat banks, and reduced support of corporate casual days.

With the ongoing support of the volunteers and our members, we continue to look for new ways to consistently grow the shelter's revenue streams to a level that is sustainable into the future!

Expenses

Year over year expenditures increased approximately \$63,621. Major changes are as follows:

Animal Care costs increased by \$11,709. This was due to a combination of our new palliative care program, an increase in the number of adoptions and general cost increases.

Professional fees are up due to our interim executive director position being a contract. This was due to the quick manner in which we had to fill this position

Salary and benefits increased by \$19,734 due to costs relating to the departure of the executive director; payout of vacation pay, etc. and well as staff raises.

Spay and neuter program expense increased by \$22,360 as more animals entered the program.

Finance Committee Report

Other Income

In 2020, net investment income fell by \$120,317 to \$57,242. While 2020 was a surprisingly robust year for equity returns, they were concentrated in certain sectors. Bide Awhile's portfolio is diversified to reduce risk which resulted in underperformance relative to the market as a whole.

Operations and Investments

In 2020 Bide Awhile generated a deficit of \$8,120 which is an overall decrease of \$20,816 compared to 2019 results. This is generally the result of higher employment costs, animal care costs and professional fees and lower investment returns referred to above exceeding the increase in revenues driven by higher donations and bequests.

If we look at the core operations of the shelter, our operating loss of \$84,257 is better than 2019 by almost \$40,010. The shelter has generated operating losses for the last five years. Our investments have offset some of this impact over the years, but we cannot and should not solely rely on unpredictable financial market conditions to sustain our business for the long term. If we continue to draw down on the portfolio to cover continued shortfalls, the offset

benefit currently provided by our portfolio may be lessened, if nothing else changes.

The situation highlights the importance of finding new/improved sustainable sources of funding. There are many options to consider such as planned giving and pet stewardship which can be key pieces in the equation, but revenues from these sources typically would occur over a much longer time frame.

Looking Forward

It has been my privilege to serve the shelter in the capacity of Treasurer this past year. I would like to thank the Finance Committee and Wanda Lydiard our outgoing bookkeeper and Charley Baxter for their help during the year. I look forward to serving as your treasurer next year.

SUBMITTED BY
CHRISTINE LATTER STRATTON
TREASURER



Fundraising Committee Report

Fundraising continues to be an integral component to supporting the shelter operating costs. The shelter was unable to host in-person events over the last 18 months, but we found new ways to fundraise online.

Kennel Klub

The kennel club is our monthly giving program. This is our biggest fundraising source and is a top priority. We are always looking to promote the benefits of monthly giving, and highlight the impact those regular donations on our operations & animal care.

Calendar

Our annual calendar was printed and sold again for the 2021 year. It includes the winners from our annual Pet Photo Challenge, another fundraiser, which wrapped up this summer. We are securing sponsors for the 2022 calendar and will begin selling this fall.

Trivia Night

We hosted an online trivia night fundraiser in March and saw quite a big uptake. We hope to host another one this fall, and potentially make it a regular fundraiser.

Rafflebox

Rafflebox is an online raffle platform we used for a 50/50 draw. We were pleased with the results. It's on hold for now as we evaluate other similar platforms.

TruEarth

TruEarth is an environmentally friendly cleaning products company. Bide Awhile is in the process of partnering with them and we will receive a unique URL to share for folks looking to purchase their products. We will receive a portion of the sales made via that link with a monthly cheque.

Cat Yoga & other in person events

Given COVID-19 & the impact of social distancing, we have had many of our regular fundraisers postponed. On hold for now.

I want to thank our volunteers and donors for their ongoing dedication and support. Thank you!

SUBMITTED BY EMMA MENCHEFSKI
FUNDRAISING COMMITTEE CHAIR



Communications & Community Outreach Committee Report

The Communications and Community Outreach (CCO) Committee was initially formed in 2018 with the goal of increasing awareness of Bide Awhile and its mission. The current Committee was formed in January 2021 and comprises eight board members and the Bide Awhile Communications Coordinator.

As with other Committees, CCO activities for 2020/2021 were adversely impacted by the ongoing nature of the COVID-19 pandemic. Progress was further halted by the departure of Melissa McPhee, the Bide Awhile Communications Coordinator, in April 2021.

The Committee members researched ways to get the Bide Awhile message out to the public and investigating several initiatives over the year in preparation for a new Communications Coordinator.

The research included investigating potential local Instagram influencers, the use of celebrities for

future promotion, and free communication methods (e.g., community boards). One method brought forward to encourage Instagram “clicks” is using humour combined with shelter cat images to create memes. This method was used for the Father’s Day messaging and will be used again occasionally for future holidays throughout the year as appropriate.

The new Communications Coordinator, Michael Stack, joined Bide Awhile in June 2021. The Committee intends to work closely with the new Communication Coordinator in advancing his communication plan in tandem with future strategic planning efforts by the shelter.

As the economy slowly starts reopening, part of the challenge for the Committee for next year will be modernizing our outreach practices in a safe manner following public health measures to keep everyone safe. All while Committee members continue to identify

opportunities for participation in events and activities to ensure Bide Awhile continues to develop awareness among the broader community.

SUBMITTED BY GENEVIEVE SHARKEY
CCO COMMITTEE CHAIR



Volunteer Committee Report

Bide Awhile continues to be incredibly grateful to all the volunteers that have supported us throughout the years. Whether by being on the Board of Directors, one of the many committees, helping during one of our fundraising/community events or assisting with animal socialization. We can't say enough that we could not do all that we do without the fantastic support of our volunteers.

Our fundraisers and community events have been greatly affected over the past year due to Covid-19. Due to restrictions, we were unable to do any in-person events but lucky enough to do some online activities through our social media. We would not have been as successful without the support of everyone who likes our pages and shares our posts.

We continued to use Timecounts throughout the year to collect volunteer data. This database was implemented in 2020 during the pandemic. It is a free program for non-profit organizations to assist

with event scheduling and the organization of our volunteer lists. Each volunteer is tagged with their volunteer interests, to filter and contact those individuals when specific events are scheduled. This will continue to assist us in keeping track of who needs to attend orientation if we need to reach out to particular groups, track our most active volunteers. It will provide volunteers easy access to view upcoming events as they are posted within Timecounts. We hope to be able to utilize this program to its full extent in the upcoming year.

A special thank you Valerie Myra, who continued to work at the upkeep and gardening in Trios' Place throughout the Covid Pandemic. This memorial garden is a special place to remember a friend, and her committed efforts in maintaining it is greatly appreciated, especially given the fact that the majority of our volunteer programs are on hold at present.

As well, thank you to all of the

foster parents in our Long-Term Foster/Palliative Care Program. This is a new program for Bide Awhile, and it simply would not be possible without committed supporters like our adopters. It takes a special type of person to adopt a senior cat or a cat with medical issues requiring special care, and give them a loving home for their remaining years.

SUBMITTED BY MELISSA MANETTE
VOLUNTEER COMMITTEE CHAIR



Nominating Committee Report

The Nominating Committee's mandate is to recruit Board members who are prepared to commit their volunteer efforts and talents to the work of Bide Awhile Animal Shelter Society and to take on leadership positions within the Society – on various committees and as Officers.

For the 2020-2021 year, the Committee was specifically interested in recruiting individuals who will strengthen and complement the skills of the current Board in areas such as volunteer engagement, project management, visual and social media, fundraising, education and communications, as well as information technology.

Unfortunately, not everyone was able to return to the board for the 2021-2022 year. The following Directors will not be returning for the 2021-2022 year:

- Amanda Harwood
- Kathleen MacEachern
- Colin Duggan
- Kate Peddle

We would like to extend a big THANK YOU to these members for your contributions to Bide Awhile over the past year.

Recommendations for Directors and Officers for 2021-2022 are as follows:

The following Directors have completed their third term and are reoffering for a fourth term:

- Stacey Langley
- Aaron Veinotte
- Jenny Allen

The following Directors have completed their second term and are reoffering for a third term:

- Natasha Chestnut
- Emma Menchefski
- Gwyneth Christoffel
- Kimberley McOnie
- Florence MacLennan
- Christine Stratton

The following Directors have completed their first term and

are reoffering for a second term:

- Genevieve Sharkey
- Rachelle Boutilier
- Melissa Manette
- Michael Hughes
- Kathleen MacEachern

There are four new nominees this year:

- Donna Jewers
- Thom Williams
- Arvind Babajee
- Anna Ferguson

The proposed slate of Officers for 2022 is:

President: Jenny Allen
Vice President: Aaron Veinotte
Secretary: Aaron Veinotte
Treasurer: Christine Latter Stratton
Past-President: Stacey Langley

Thank you once again to all our current and past Board Members for all the hard work they put in to help our furry companions!

