



**MINUTES OF THE ANNUAL GENERAL MEETING OF THE SPCA WINDHOEK
HELD AT 19H00 ON OCTOBER 13ST, 2017 –
AT THE OLD WHEELER'S CLUB, WINDHOEK**

1. Welcome

The CEO of SPCA Windhoek welcomed everyone present and expressed her gratitude towards all the members who attended. She also confirmed that a quorum constitutes 10 members attending, and that the amount of attendees was 25 with an additional 13 proxies. She then went on to discuss the agenda & procedures

2. Apologies/Proxy Forms

Neels van Der Merwe, Savannah Collins, Christa Jurgens, Kerrie Mostert, Jo Tagg, Petra Scheueman & Wynand de Bod.

Proxies received: 13 – handed to secretary – Eileen Grosse Weischede.

Confirmed once again quorum quantity achieved & exceeded.

3. Overall SPCA Introduction

Founded on 1 September 1949 the SPCA is currently in same premises for just on 60 years. The only other income except for donations, sponsorships etc. is an annual municipal grant paid to the SPCA for providing services as a city pound. The annual amount is by far not what it should be and has not increased for some time. The CEO stated that she has an appointment scheduled with Chief Kanime & municipality to discuss & resolve this matter. All other income is generated via donations, sponsorships & SPCA services rendered. A budget was compiled for the first time and therefore a lot of discrepancies can be expected. According to the budget the operating cost is estimated at N\$4.8 million for the new financial year. The CEO & team will make a huge effort to cut costs wherever possible and will have to work with the bad economical situation in country. People & companies always cut on donation & sponsorships first. Other shocking figures are that the SPCA Windhoek receives on average 300 stray/surrender pets per month. Even with our special adoption rates that we had in September at a 50-70% discount, only 30 dogs & 10 cats are adopted on average per month. The difference is shocking. It explains a lot. Our 2 inspectors – also local heroes as can be seen on Facebook, rescues on average 110 animals per month.

SPCA Windhoek: Management Committee & Executive committee will be explained later as to why 2 committees.

Also on the way forward: currently 10 SPCA's in Namibia – all functioning independently. Little support – here & there helping with food – but at a minimum – all on survival mode.

Mission & Vision: Mission: To prevent cruelty, alleviate the suffering & promote the welfare of all animals in Namibia



Vision: To ultimately end animal cruelty in Namibia & through our actions & education engender respect & compassion for all animals.

We need to start with the children via education.

Values – very important: Compassion, Perseverance, Respect, Honesty, Trust & Loyalty.

We make mistakes, but are always loyal towards the SPCA: staff, committee members & SPCA members. When we make mistakes – tell us about it. Do not Facebook it. When people bad-mouth the SPCA, at the end it is ultimately the animals that suffer.

Handing over to Reinhard Redecker.

4. Minutes of 2016 AGM

RR – stated that he will quickly go over what was discussed: Chairperson's report, Treasurer's report, Manager's Report, election of patron (not elected), election of auditor, election of 2 new committee members: Wynand de Bod & Ronel Esbach. Afterwards he discussed the possible relocation to Unam. The minutes were adopted: Hilda-Marie Burger & Micheline Huester.

5. Matters arising from 2016 AGM

No matters arising from previous minutes.

6. Chairperson's report:

My name is Reinhard Redecker and as some of you may remember from last year – at the time of the last year's AGM, I was the Acting Chairman having taken over from Bernd Mauder, who had moved to Thailand. At the AGM we got 2 new members on the management committee – Wynand de Bod and Ronel Esbach. Subsequently the committee decided to appoint the following positions: Secretary – Eileen Grosse-Weischede, Treasurer – Steffi Quarmby, Deputy Chairperson – Ronel Esbach and Chairman – Reinhard Redecker. Ms Jolene Nel resigned from the committee in January, her reason being that being involved with the CPS and SPCA was getting too much and that she wished to focus more on her personal life.

Before I now go any further, I would like to spend some time on the function of the SPCA namely The Society for the Prevention of Cruelty to Animals. This should be our first and foremost objective. However sometimes it seems as if this objective has been parked in the background and we are busy fulfilling our role as city pound. This is also an important role but should not be our primary function. There are so many animal cruelty cases across Namibia. The SPCA's across Namibia including the Windhoek SPCA were at the time of last year's AGM in no position to attend to most of these cases. Let's take an example: The proposed donkey abattoirs in Okahandja and Outjo. How would the Windhoek SPCA or the

Otjiwarongo SPCA ensure animal welfare? Firstly it is a matter of jurisdiction and secondly a matter of manpower. Legally all SPCA's only have jurisdiction within the boundary of their respective towns. Fortunately we are registered as SPCA of Namibia with the Ministry of Health and Social Services, which gives us jurisdiction across Namibia. This matter will be discussed in more detail later in the program. Secondly you will probably all be aware that SPCA's normally work on a shoe string budget and that the number of employees is kept to a minimum in order to survive financially.

In March of this year, our Vice Chair, Mrs Ronel Esbach came up with a turn-around strategy i.e. turning the SPCA into an organisation that it should be. Key points of her presentation were the following: New Marketing and branding strategy, Corporate Governance, Operations, Human Resources, Funding, Project Management, IT Infrastructure, Finance and Public Relations. I will not go into details but you will be able to appreciate that putting something like this into place would require another full time position. We as Management Committee agreed that we have the responsibility to run the SPCA properly and efficiently and that we needed to employ a CEO in order to get this turn-around plan on the way.

We were also of the opinion that it would be advisable to create a Body to manage the SPCA's finances in order to give the SPCA more muscle and Public Credibility. This at the time seemed to be a Trust or an Article 21 Company. As time went by and we investigated the various possibilities, we came to the conclusion that the formation of an Executive Committee parallel to the Management Committee would be the least costly and most effective solution. We have some members nominated for this committee, who will be introduced later in the program.

All management committee members were given the task to search for a suitable candidate. We came up with one person, namely Mrs Monique Roets (now Mrs Redecker, who has become my wife in the mean time) who had all the experience we were looking for. Due to my relationship with Monique, I informed the committee that I should step down from the committee if Monique were to be employed by the SPCA. All committee members asked me to stay on the committee. I then however stepped down as Chairperson and Mrs Esbach took over the Chair.

This is really where my report as Chairperson ends. However, I think it is my responsibility to inform you as members how things developed from here. Mrs Redecker was employed as CEO of the SCPA. Shortly thereafter, Mrs Esbach resigned from the committee due to differences with the management committee and CEO regarding the pace and implementation of the new plan. We have since been without a chairperson and hopefully will find someone to take over this position after this AGM.

The momentum we were hoping for has however exceeded my expectations and I am sure that you all have noticed a difference in the Windhoek SPCA be it the new logo or the ever so active Facebook site. Most importantly, I think the SPCA is really becoming a force to be reckoned with in the fight against animal cruelty. Monique will report on all cases we are currently involved with, so I will not elaborate on this. I am of the opinion that we have taken the right decision and that we will make the SPCA Namibia and the Windhoek SPCA an even greater organisation than what it already is.

Lastly I would like to thank my fellow committee members as well as the staff of the SPCA headed by Monique and Sylvia for their tireless efforts to keep this very worth organisation going and to take it to new heights. Thank you. RR.

7. CEO Report

MR mentioned that when she did her presentation to the management committee to introduce herself (May 2017), her 1 – 5 years strategic plan was very business orientated and that her whole perspective changed when starting to work at the SPCA. A welfare organisation is completely different & more difficult, although the “backbone” principles of running a successful company/institution will always be there. Strategic plan on screen, but not discussed.

A lot of marketing campaigns to raise money are positive, but not a true picture of the difficult and serious cases the SPCA is involved in. One of the main tasks given to the CEO was to improve the credibility of the SPCA and to do that, we needed to show the public what we are truly doing & involved in. The initial instruction was to only place positive & fun images on social media. Committee then approved the request by CEO recently to start showing the facts on social media, the truths about the cases the SPCA is involved in, but in such a manner as not to result in court cases against us. The SPCA is not just an animal shelter. Marketing campaigns so far successful: SMS campaigns, cake bake competition, SPCA specially designed t-shirts, animal poster competition, animal/pet talent competition, Father Christmas photo campaign in shopping malls, EFT campaign, Codicil/Will campaign, membership drive, annual gala auction event in 2018 – need sponsors, garage sales & animal photo competition. Ideas welcome from members on more ideas on how to raise funds.

The more serious side:

Involved in the following cases to prevent cruelty: donkey abattoirs, horse racing, equine feeding of carnivores, Keetmanshoop horses – some proven as stolen, dog-fighting, drug & diamonds smuggled in dogs from SA through Namibia to Angola, animal protection act 1962 (good but old & not specific), petting zoo's & pet shops, awareness of vaccinations, back-yard breeding, to adopt not to shop, chaining of animals, keeping & slaughtering of animals in Prosperita. SPCA

currently searching for new premises. Current building very old & requiring high maintenance. Unam option off the table. Still another 8 years before completion. Cannot wait that long.

Avis – beautiful, but too cold in winter for puppies & sick animals. Property identified in Olympia close to stadium – fireworks a problem, but only twice a year.

Will do research on both options before deciding.

Youth: SPCA will initiate campaign with youth at schools to create awareness and award/incentive via pins/badges etc. Creating feeling of pride.

Facebook posts – SPCA to be specific at all times. SPCA does not have dedicated people to manage Facebook posts 24/7. Very successful if done correctly to create awareness & exposure. Need funding for dedicated social media & regular newsletter articles.

New building: Informed decision by experts. Suggested: Presentation to members to vote on new premises. For example - Pro's & con's on 2 options. Give to experts to ensure hidden costs (technical side) are taken into consideration before final decision. Need to inform members.

During investigation of property at City of Windhoek, it was found that the SPCA property was already incorrectly re-zoned to business property with zoning of 0.5. SPCA now paying business rates for certain services which is incorrect. Also found a bond still active on the property. Paid cancellation fee to remove bond. Conveyancing lawyer & town planner to sort out and confirm any other restrictive conditions before introducing to market to sell. Many factors to be taken into consideration.

8. **Financial report:** Stephanie Quarmby presented. Please refer to attachment.

Difficult financial year due to bad economical situation in country. Donations & sponsorships are always the first to be stopped when people are struggling financially. Certain trusts did not provide funds in this financial year. Boarding fees down due to less boarding. Strays & surrender animals increased drastically. Last mentioned leads to increased costs on all levels.

Marketing campaigns advertised via social media for additional attempt for funding. CEO sends all news, press releases & marketing campaigns to full list of media to hopefully receive exposure in media. Email addresses of members to be correctly loaded on new Animal Management Shelter. Last mentioned a huge problem for last 2 years. Need to be sorted out urgently. Johann Maritz to assist in this matter.

In short:

Income up with 6% on previous year. Lafrenz & FNB foundation not received in 2017.

Expenses up with 32%: Salaries 35% (inflation & salary increase – CEO salary), Veterinary fees 39% (use 3 veterinary clinics & Dr Ian Baines Mobile Clinic –

receive charity rates from all), Pet Food 45% (Increase in quantity of animals surrendered & strays. 2016/2017 - Initiated another less expensive brand of dog food to be used instead of Science Hills – but not compromising quality. Support local – also no import VAT)

Loss made of N\$345,553 for year-end June 2017.

Due to current bad financial situation in Namibia and not foreseeing any drastic change to the positive – another tough year is ahead.

9. **Kennel & Management Report:** Sylvia Breitenstein presented.

Please find report attached.

In Oct 2016 we moved the office to the house which was standing empty. Good decision.

Moved clinic to old offices. October - Cats, Coffee & Cake – highest cats rehoming in history. Euthanasia figure very high due to high stray & surrender intake and very low adoption figures. Low adoption rate is a huge concern as well as diseases increasing overall – especially Parvo. Both directly influencing high expenses.

10. **Election of Patron**

Very important to find a patron. No restriction on amount of patrons: National & International. Give us credibility & good for image. Monica Geingos – Sigi Teetz to follow through. Asked members to give suggestions. Can choose a new patron every year.

11. **Election of Auditor**

Proposed Arne Stier from Stier & Venter. Approved.

12. **General:**

12.1 Membership Fee - should increase. Current: N\$100.00 too low for whole year. Also to target youth. To activate PayToday. Might help to get new younger members. Must increase annual fees every year - must not skip. Must let members know what they get for the fee. Volunteer/s needed for newsletter - or email to members about news/campaigns. Johann Maritz to assist in email problem. Also initiative to give thanks to people via a named “brick”, but only for new building. Must acknowledge people on Facebook to say “thank you”. Must ask people to become member when picking-up stray or any other animal. Annual membership fee must increase to N\$200.00.

12.2 Way Forward - SPCA Namibia: Confusion with Certificate of Registration: SPCA of Namibia, but name states SPCA Windhoek. That means no jurisdiction in whole of Namibia – as per current constitution. Also if not national – no transparency, no credibility, no consistency. Need to be more professional. No option but to establish a SPCA Namibia urgently. More advantages being one national body with branches. National SPCA not to be policeman to branches on day-to-day management. Most important constitutional points that will be compulsory - will be to prevent animal cruelty & act upon cruelty cases as per

Animal Protection Act, as well as to hand in Annual Financial Statements. Each current branch can choose to become a member or not. Will use SPCA SA constitution & SPCA Windhoek current constitution as guideline to write SPCA of Namibia constitution. Each branch & every executive committee member will have 1 vote each. Each branch can nominate 1 person to represent them on the executive committee. Each branch responsible for own finances & funding. It will not be compulsory for SPCA Namibia to financially support/carry any financial burden of branches. They will however assist where they can & with national campaigns. Branches that decide not to join must then change their names – may not use SPCA/Dierebeskermsvereniging or any abbreviation of the name. They will then have to register their own welfare organisation under a separate name. It was called to a vote to establish & go back to SPCA Namibia as per official registration certificate. Unanimous “Yes” vote by all. CEO will then initiate process a.s.a.p. She stated & reminded all that it will be a long difficult road ahead – nothing will change overnight, but it will be achieved. Suggested that SPCA Namibia quarterly meetings can be done via Skype, WhatsApp etc – to help branches in saving costs on travelling. Will then also nominate current SPCA Windhoek Executive Committee to be accepted as executive committee members on SPCA Namibia. Current executive committee members: Kerrie Mostert, Johann Maritz, Christa Jurgens & Sigi Teetz. SGM will then be held on the 15 November 2017 where all current branches will be invited to attend.

12.3 New current co-opt members & election of new committee: CEO informed members that due to resignations of certain members on the committee, the committee would like to introduce the current co-opt members and requested for all to be accepted since it is so difficult to find people willing to be on the committee. Members that resigned during 2016/17: Ronel Esbach. Members who resigned before AGM: Stephanie Quarmby, Wynand de Bod & Petra Scheuemann. All due to personal reasons. New co-opt members: Charlotte Veldsman, Marianne Rhoeder, Harald Bartsch, Corne Harmse, Jo Tagg, Debbie Gibson, Heather Craemer, Annie Marggraaf, Bonita Graupe, Neels van der Merwe & Savannah Collins. All members introduced themselves. All got accepted & selected at meeting as full committee members. Members still on committee: Reinhard Redecker & Eileen Grosse-Weischede. Total SPCA Windhoek committee members: 13. Specific positions on committee to be voted on at next SPCA Windhoek committee meeting.

CEO then thanked all for their commitment towards the SPCA & attending this AGM. Asked all for their continuous support & loyalty especially during these exciting & historical time ahead.

Meeting concluded (21h38).

