



...improving the livelihoods of Kenyans

The Kenya Veterinary Association

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MINUTES OF THE KENYA VETERINARY ASSOCIATION 51st ANNUAL GENERAL MEETING HELD ON THE 27th APRIL 2017 AT THE SAFARI PARK HOTEL, NAIROBI

Min 1/2017: Record of attendance

Present

1. Prof William O. Ogara
2. Dr Maurice Msanya
3. Dr Charles Kigen
4. Dr Ali Mohamed
5. Dr Loise M. Ndungu
6. Dr Bernard Njau
7. Dr Nicholas Mark de Souza
8. Dr Patrick W. Mugo
9. Dr Mahnaz Musa
Fakirmohammed
10. Dr Gilbert Kirui
11. Dr Simon Topisia
12. Dr Willis Aduda
13. Dr Bernard Waweru
14. Dr Shanda Guyo
15. Dr Josephat Mbai
16. Dr Christopher Wanga
17. Dr Gabriel Ouma
18. Dr Naomi Kemunto
19. Dr Shepelo Getrude Peter
20. Dr Joseph Kilonzi Kamonzo
21. Dr Caroline W. Mueni
22. Dr Sabuni Zepania Alex
23. Dr Victor Yamo
24. Dr Mutinda Wanzila
25. Dr Sharon Tisigadi
26. Dr Naphtal Mwanziki
27. Dr Elizabeth Waithaji
28. Dr Douglas M. Mutiga
29. Dr Barnard Aseto
30. Prof Daniel Gakuya
31. Dr Joseph Othieno
70. Dr Francis Obwogi
71. Dr Odhiambo G.E.
72. Dr Romona Ndanyi
73. Dr Sabenzia N. Wekesa
74. Dr Elizabeth Omolo Ouko
75. Dr Stephen Ndungu Kiniya
76. Dr Momanyi Kelvin Nyariaro
77. Dr Leonida Osoro
78. Dr Nicholas Muyale
79. Dr Mary Wanjiru Mathenge
80. Dr Oyolo Rose
81. Dr Mwirigi Jecinta
82. Dr David Kios
83. Dr Ndegwa N. Jackson
84. Dr Mary-Theresa
85. Dr Francis Gakuya
86. Prof John Demesi Mande
87. Prof Njenga Munene J.
88. Dr Vijay S. Varma
89. Dr Omolo Jack
90. Dr Mathew Mutinda
91. Dr John Muthee
92. Dr James Nguhiu Mwangi
93. Dr Bernard O. Moenga
94. Dr Ohato J. Oronje
95. Dr Joseph Ogola
96. Dr Gathogo Stephen
97. Dr D T Makonnen
98. Dr Isaac Lekolool
99. Dr Joan Magero
100. Dr Andrew Matole

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| 32. Dr Derick Chibeu | 101. Dr Alice K. Kithika |
| 33. Dr Brian Oundo | 102. Dr Maina S. Kung'u |
| 34. Dr Richard Barasa | 103. Dr B. O. Godia |
| 35. Dr Mike Wanzala | 104. Dr Murithi R. Mbabu |
| 36. Dr Moses Karanja | 105. Prof Raphael G. Wahome |
| 37. Dr Grace N. Munywoki | 106. Dr Nathan K. Songok |
| 38. Prof George Otianga Owiti | 107. Dr Azegele Allan |
| 39. Dr Marilyn A. Karani | 108. Dr Kyalo Michael |
| 40. Dr Purity Nguhiu | 109. Dr Toroitich Kisa |
| 41. Dr Maurice Omondi Owiny | 110. Dr J. C. Njanja |
| 42. Dr Dennis Nyakundi | 111. Dr Leonard M. Njagi |
| 43. Dr Mathew B. Kenyanjui | 112. Dr Joseph K. Mathooko |
| 44. Dr Chege S. W. | 113. Dr Paul K. Muraguri |
| 45. Dr Kennedy Mochabo | 114. Dr Magambo Raphael |
| 46. Dr Achoki Stephen | 115. Dr Stephen Maina Chege |
| 47. Dr Thuku Kirori | 116. Dr Ezekiel Onyango |
| 48. Dr Mulonzi C. Nthoki | 117. Dr Jaquinidadah A. Gila |
| 49. Dr Susan A. Amuti | 118. Dr Richard Onduso |
| 50. Dr Charity N. Nguyo | 119. Dr David Ndeereh |
| 51. Dr Asoka Itur | 120. Dr James M. Merisya |
| 52. Dr D.C. Macharia | 121. Dr J.M. Wright |
| 53. Dr Stephen K. Mavuti | 122. Dr Achola Ernest |
| 54. Dr Virginia Mutindi Ndeti | 123. Dr Matara Josphat |
| 55. Dr Mwalania Innocent | 124. Dr Muthusi Janet |
| 56. Dr Florence Kinyanjui | 125. Dr Charles M. Wanjigi |
| 57. Dr Itonga Stanley Mwebia | 126. Dr Njeru Fredrick Mugo |
| 58. Dr Joseph M. Nginyi | 127. Dr Josphat M. Wanguru |
| 59. Dr Alice W. Wanjema | 128. Dr Wanjohi Veronica |
| 60. Dr William M. Impwii | 129. Dr Concepta N. Nyongesa |
| 61. Dr Priscilla Waitiki | 130. Dr Githaiga Wagate |
| 62. Dr Simon Mburu | 131. Dr C. W. Kariu |
| 63. Dr Mwangi J. Gichomo | 132. Dr Joseph Wafula |
| 64. Dr Samuel Makumi | 133. Prof Inyagwa C. Muleke |
| 65. Dr Boreya Lekenit | 134. Dr Joseph Onyancha |
| 66. Dr Jeremiah N. Ngugi | 135. Dr James Keben |
| 67. Dr Liaulo Joseph | 136. Dr Anisia Muriuki |
| 68. Dr Wilson Wahome | 137. Dr Josaiiah Mandieka |
| 69. Dr John Flookie Owino | 138. Dr. Mwamodo Luge Arnold |

Apologies

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|-----------------------------|--------------------------|
| 1. Dr Jane Lwoyero | 14. Dr Wycliffe Murekefu |
| 2. Dr Eddy Mogoa | 15. Dr Mulala F. |
| 3. Dr Kadenge Darlington | 16. Dr Kisa Ngeiywa |
| 4. Dr Gathigo J. Ngirigacha | 17. Dr Oscar Rarieya |
| 5. Dr George Wamae | 18. Dr Jeremiah Poghow |

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| 6. Dr Dominic Mijele | 19. Dr Ephantus Ndambiri |
| 7. Dr Limo Campigon | 20. Dr Edward Kariuki |
| 8. Prof Gathumbi Peter | 21. Dr Emily Mudoga |
| 9. Dr Judy Kimaru | 22. Dr John Sercombe |
| 10. Dr Patsy Sercombe | 23. Dr Lilian Esiromo |
| 11. Dr Maurice Karani | 24. Dr Patrick Muinde |
| 12. Dr Dishon Muloi | 25. Dr Karanja J.M. Muriuki |
| 13. Dr William K. Maritim | 26. Dr. Campaigno Limo |

Min 2/2017: Reading the Notice convening the meeting

The meeting was called to order by the National Chairman Dr. Kahariri Samuel at 2:30pm and started by a word of prayer from Dr. Mary. The Hon. Secretary then read the notice convening the meeting and confirmed that the AGM was properly constituted with the requisite quorum.

Min 3/2017: Adoption of the Agenda

- i. Record attendance and apologies
- ii. Confirm the minutes of the Annual General Meeting of 28th April 2016
- iii. Review matters arising from the minutes of the AGM of 28th April 2016
- iv. Receive the Chairman's Address
- v. Receive and adopt the Hon. Secretary's Report
- vi. Receive and adopt the Treasurer's Report
- vii. Receive and adopt the Auditor's report and financial statements for 2016
- viii. Approve the proposed budget for 2017/18
- ix. Appoint Auditors for 2017
- x. Debate the properly moved motions
- xi. Transact Any Other Business

Members deliberated on the agenda and adopted it. The agenda was proposed by Dr. Vijay Varma and seconded by Prof. Demesi Mande

Min 4/2017: Confirm the minutes of the Annual General Meeting of 28th April 2016

The minutes were confirmed as a true reflection of the deliberations held in 2016 AGM held in Meru. The minutes were proposed by Dr. Vijay Varma and seconded by Dr. Jack Omolo.

Min 4/2017: Review matters arising from the minutes of the AGM of 28th April 2016

Ex Min 1/2016: Attendance – Noted that the names of following members who were at the 50th AGM in Meru were missing:

1. Prof. Nyaga

2. Dr. Impwii

Ex Min 2/2016: It was noted and clarified that the Agenda notice indicated 51st AGM instead of 50th Annual General Meeting. The changes were to be effected Ex Min 6/2016:

It was noted that the name for Dr. Steve Kiiiiya to be corrected to reflect double “i”.

- 4.1** It was noted and corrected that the sentence omitted the word, “period” and should read as, “During the period NEC was represented in the following meetings:”
- 4.2** Clarification was sort whether the recruitment of the communication’s officer is still on going. The Chairman responded and noted that during the same period two projects came to an end and since KVA retains staff as per on-going projects, the association reassigned the duties of the communication’s officer to other staff members.
- 4.3** Ex Min 7/2016: It was noted that the grammar in the sentence wasn’t right and need for correction.

Min 5/2017: The Chairman’s Address

- 5.1** The Chairman started his address by tanking each member present for making it to the event to celebrate 50years anniversary of the Kenya Veterinary Association since its genesis in 1967.
- 5.2** He noted that for the last one year KVA has achieved substantial millage and made bold strides towards improving own reputation as well as restoring the sanity in the noble profession
- 5.3** He highlighted that KVA has made remarkable achievements in the fight for the welfare of its members
- 5.4** KVA leadership had made strong resolve to strengthen teamwork among the leadership, membership and within the entire profession while taking into consideration the team dynamics.
- 5.5** The leadership team has also made a resolution to work with all other cadres in associate and urged members to follow similar steps
- 5.6** In April, 2016 he noted that they urged members to take up leaders whose motivation was in line with the KVA mission and those that are ready to serve the professions selflessly while putting their interests secondary to the interests of the profession, and this he confirmed was achieved.
- 5.7** He confirmed that the team since then had kept their promise and restored the profile of the association and is in top gear and working towards getting the image of KVA and restore the pride of the members while involving them in the process of managing the association affairs.
- 5.8** He mentioned that members can bear witness that since they took up leadership they have involved quite a number of the members in key decision making and in key events in terms of even running the association.

- 5.9** He provided a case in point where the association has worked with members, citing the example of the committee that was tasked to determine who would be sitting veterinary medicine council. In this example they got a team from the membership led by Dr Elizabeth Ouko which provided competent people.
- 5.10** He also noted that the team has ensured that KVA has adopted good corporate governance under the four pillars of interdependence, accountability, transparency and responsibility and noted that KVA will take collective responsibility of all the successes accrued
- 5.11** He highlighted that the team has successfully commenced the mentorship programme for the veterinary students, which has taken a while to achieve, which provides an opportunity for mentors from within the profession to present themselves for this partnership in giving back to the profession.
- 5.12** He provided a case in point of the Veterinary class of 1989 which has a very good and well-designed mentorship programme in which they donate gowns and other equipment to the young veterinary students as they mentor them. He highlighted that this example should be emulated by many other groups to create a strong mentorship programme that will be part of the Veterinary Foundation.
- 5.13** He noted that the draft Veterinary Policy is at its advanced stage and the team will continue working closely with the DVS team, the PS office, CS office as well as other organs in the veterinary profession to deliver the veterinary policy. He brought to the attention of the members that very soon, before August 2017 elections, a session paper would be approved by the cabinet.
- 5.14** He mentioned that the Veterinary drugs should be regulated by a competent authority as provided by the OIE guidelines, which are important in the international trade facilitated by the WTO. He noted that his team has continued to work closely with other arms of the profession to ensure that the Veterinary Medicine Directorate is: (1) Enacted in 2015 and 2016 (2) VMD council gazetted in 2016. The VMD has since then been challenged in court and the team has been engaged to in the court process. He implored the members to find time to attend the judgment day scheduled for 14th June 2017 at 1430hrs.
- 5.15** He highlighted that KVA has outgrown the size of the current office space. Mentioned that the team had initiated the process of putting up the Animal Resource Centre and called upon the members to continue sharing good ideas of raising funds required for the completion of the project. He noted that there are tremendous steps that have been achieved and this he mentioned will be covered in the Hon. Secretary's report.
- 5.16** The chair reported that KVA continued to engage partners so as to increase and improve experiences of members at the same time building long term and mutual relationships that are sustainable. He brought to the attention of the members that for a long time KVA has been engaging sponsors and this has transitioned to working with partners.

5.17 KVA continues to advocate delivery of veterinary matters at all levels of government and implored members to remain as key ambassadors in their jurisdictional areas.

5.18 He noted that his team has laid special emphasis to develop and improve membership products include and not limited to:

- Developed a Kenya Veterinary Sacco which is supported to address the members' financial issues with the recruitment process on going and at top gear. He implored members to support the Sacco to assure its success.
- Support the formation of a Veterinary Union to address labour matters within the veterinary profession. Achieved to get a provisional registration and awaiting the labour board's approval for full registration of the union which will advocate for labour matters. Which will also be a tool for KVA to spearhead some of the agenda put in place by the association.
- Insurance products for members: One of which is the Motor insurance which has been sustained by members with added benefits such as personal accident cover. He also mentioned that livestock insurance is also in place. Others like medical cover for people not in formal employment will also be in place soon enough.
- Transformation of KVA journal is also in top gear as alluded in one of the presentation during the conference and it will be a journal of its kind
- Animal Focus, which was picked from the previous regime and promised protect and preserve the good products and move them from good to better
- CPDs: have continued to offer CPDs to continually develop members and many others
- Internship is finally a reality with a modest pay. He reiterated that his team has continued to ensure that the veterinarians working in public service to have it fully harmonized with the medical sector and later have it trickle down to the private sector.

5.19 For KVA to deliver on its strategic plan, leadership support from the membership is critical.

5.20 The chair noted that a very small section of the members has undertaken to engage in diversionary tactics geared towards diverting the focus of the leadership to side shows and he reaffirmed to the membership that his leadership and team's focus would be glued to the delivery and implementation of the strategic plan.

Min 6/2017: Secretary's report for the period 2016/17

6.1 The Secretary requested to start with a presentation on the animal resource centre, of which the members agreed.

6.2 The KVA Plot

- 6.2.1** During our last AGM in Meru he was requested to drive the process of coming up with a feasibility study for the KVA plot and got a committee of 5 members of KVA and were able to recruit consultant from the Elite Projects Limited who are heavily involved in development of proposals particular similar to the one at hand. He introduced the managing director of Elite Projects Limited who will provide an overview of the proposed KVA project. He also mentioned they had identified a number of stages that were to be followed, namely: do a feasibility study then look for an architect who is well versed in development issues and who has also worked with other professional organizations. He invited Mr. Mwaura who would present on the feasibility study of the KVA plot.
- 6.2.2** He started off by introducing himself as Engineer Alexander Mwaura, who is the Managing Director of Elite Projects Limited, which is a consultancy firm and one of their core areas is carrying out feasibility studies for development projects such as the proposed KVA project. In November 2016 they were commissioned to undertake a feasibility study, which they completed in December 2016 and handed over the final report in January 2017. He also mentioned that the full report was passed to Dr. Kinyiia.
- 6.2.3** The plot number is 23944 in Kabete area and from their understanding KVA acquired the plot to develop its offices so as provide a permanent centre for the association and also to develop an animal resource centre. The size of the plot measures 0.62 hectares and the development is to have some surplus space and facilities which can be rented out at commercial rates which then can generate funds for self-sustainability which is in line with the KVA strategic plan for 2011-2015
- 6.2.4** From their initial assessment the plot can be developed with buildings whose total area is 3750m² and he proceeded to provide the specifications for the property. The zoning as it is right now, it is zoned for offices only. Meaning if there is anything extra to be done there is need to do a change of zoning.
- 6.2.5** The tenure was 99 years from 1988 and definitely looking at a balance of 70 years which is ideal if need be to borrow from which requires nor less than 45 years lease period remaining.
- 6.2.6** It is a service plot with an accessible road tarmacked all the way from Waiyaki way and has water and electricity onsite. As far as zoning regulations are concerned the ground coverage is about 35% and the plot ratio is 75.
- 6.2.7** When the market survey was done, the initial assessment revealed that even apart from apartments and offices, even serviced apartments would do very well. Clarifying that all the way from Westlands coming up to Kabete, there are probably one or two serviced apartments and what is happening is that with the traffic jam, a lot of business people and clients are preferring serviced apartments as compared to hotels

- 6.2.8** The Market survey therefore looked at serviced apartments, offices and commercial space. Bearing in mind that the plot is not as big, at 0.62 hectares and therefore tried to determine how to maximize on the space available.
- 6.2.9** Kenya and especially in Nairobi serviced apartments are found in three classes, namely (1) residencies, (2) co-operate housing and (3) apartment hotels. In Nairobi the most popular are 1 and 2 bedrooms, highest occupancies are recorded in apartment hotels which resemble hotels but have no minimum length of stay. There is a risk of oversupply of service apartments in area such as Westlands and Kilimani. He then outlined the places visited while doing the market survey, providing the occupancy levels (normally higher for serviced apartments than hotels), the weekly and monthly rates.
- 6.2.10** The recommendations provided for the KVA plot was to undertake a mixed development which will incorporate 60% offices, 10% retail component and 30% serviced apartments with conference facilities. The reason for the retail component is because in the area there so many homes and apartments that are coming up and in that area the nearest supermarket is in Westlands. A retail component comes in handy, not necessarily a supermarket, just a min-market, that will work well for that area. This will entail change of view from offices (which is the current zoning, to mixed development offices and hotel.
- 6.2.11** He proposed that the offices and retail space can be managed by professional firms such as Tysons and serviced apartments managed and for the serviced apartments he advised that KVA should employ an experienced manager who will be appointed through a committee within KVA.
- 6.2.12** From a legal perspective, KVA is restricted from doing development directly and he proposed for KVA to form a development company at the same time if we were to do a loan from any bank, there is no bank that will give 100% loan, it will require that KVA to have 20-30% seed capital. Where to get the 20-30% seed capital? He proposed that development company sells shares to the members through that the seed capital can be raised. The shareholding can be 60% owned by KVA which can be represented by the assigned directors at that time who can hold the shares in trust, then 20% could be sold to members and 20% to any outsiders. Once the seed capital is raised then the balance is sourced as a long term mortgage to be repaid from rental revenues from 8-10 years.
- 6.3** The office currently has eight staff members: Four at KVA office and Four at the field (Kajiado), namely: Dr. Makumi Samuel – Programs officer, Dr Janet Muthusi- P.M Brooke DWP, Dr Richard Barasa – Animal Welfare Officer DWP, Jane Lasoi-CDO, DWP, Justus Keton- CDO, DWP, Mary Malonza - Administrative secretary, Linda Soi- Accountant, and Farooq Maina - Driver/ Logistics.

- 6.4** Changes during the year 2016: Ben Kiliswa resigned on May 2016 and was replaced by Linda Soi. Dr Richard Barasa was employed in the DWP project as Animal Welfare Officer
- 6.5** KVA NEC members: Chairman-Dr Samuel Kahariri, Council Chair- Dr Victor Yamo, Vice Chair- Dr Martin Nyamweya, Hon Sec- Dr Kenneth Wameyo, Ass Secretary- Dr Isaiah Chacha, Hon Treasurer- Dr Joseph Odhiambo, Ass treasurer- Dr Purity Kiunga, Members- Drs Benson Kibore, Solomon Onyango, and William Mwangi. Addition committee members – Dr. Lilian Mathai and Dr. Abraham Sangula
- 6.6** KVA total membership stands at 1538. The total number of 2016 paid up members 824. The total number of 2017 paid up members as at 24th April is 482

6.7 Annual activities for the year 2016

- 6.7.1** The Annual General Meeting and annual scientific conference and World Veterinary Day was held at Three Steers Hotel as from 27th to 29th April 2016 with 351 delegates with the AGM held on 28th April 2016 and WVD celebrations held on the weekend of 25th April 2016 with the guest of honor being Dr Andrew Tuimur (PS, SDL)
- 6.7.2** KVA Annual Golf Day: Held on 23rd July 2016 at Vet Labs Golf Club. KVA sponsored the event. 169 golfers participated, 16 veterinarians attended.
- World Rabies Day was held in Shanzu on 28th Sep 2016 preceded by a scientific conference with 209 participants (of whom 189 were veterinarians). 2478 dogs and 193 cats were vaccinated against rabies, 5 dogs spayed and 9 dogs castrated
 - KVA organised a national donkey in Duka Moja town, Kajiado on 17th May 2016. Event graced by CEC livestock for Kajiado County.
 - KVA participated World Animal Day Celebrations at Uhuru Park on 4th October 2016 with starting with a march from Nyayo Stadium to Uhuru Park. Wilberforce Otichilo, Emuhaya MP was the guest of honor.

6.8 Achievements of the KVA 2016-2017

- 6.8.1** Kenya Veterinary Sacco: The national office adopted SEVET Sacco and now Kenya Veterinary Sacco is registered. The Sacco is open to Veterinarians and Veterinary paraprofessionals or in the related field. By-laws are available to members.
- 6.8.2 Veterinary Medicines Directorate (VMD):** After VMD regulations were gazetted, in May 2017, KVA nominated five veterinarians to KVB nominate three to sit in the VMD council. VMD council gazetted in October 2016 after intense lobbying by KVA. Kenya pharmaceutical Distributors Association went to court to block implementation of VMD regulations. KVA has been enjoined in the case as an interested party. The case has had two mentions and two hearings is ongoing. The final submissions slated for 27th April 2017.

6.8.3 Animal welfare law and Policies: KVA is a key member of the animal Welfare taskforce reviewing Cap 360 Kenya Laws of Kenya (Prevention of Cruelty to Animals). The new proposed bill is called animal protection bill. Stakeholder consultation is ongoing. The taskforce is also developing an animal welfare policy to help guide and give direction in ministry of agriculture, Livestock and Fisheries in the implementation of Animal welfare in the country

6.8.4 KVA in partnership with Brooke EA has been implementing a donkey welfare improvement project for the last three years. Activities include:

- Trainings of donkey owners and users on donkey welfare and best equine practices, Local service providers on various aspects.
- Sensitizing the local community and other key stakeholders on the importance of donkeys in order to have positive attitude and practice towards donkeys.
- The county government has taken over the process of developing an animal welfare bill with a zero draft now in place.
- With support from the county government, animal welfare bill draft is ready and is at the County Assembly awaiting to be debated.
- The donkey welfare project has been renewed for another one year with an increased budget

6.8.5 Insurance: KVA - AON MINET motor vehicle cover is in place. Currently over 38 KVA members' vehicles are insured. Members are encouraged to join in order to have a stronger bargaining power.

6.8.6 Meetings: The following meetings were held during the year:3 council meetings; 13 NEC meetings; NEC subcommittee meetings; Joint KVA/KVB/DVS/FVM Meetings; APSEA committee and council meetings; Animal welfare meetings(AWAKE); Brooke EA meetings and BAF meetings.

6.8.7 Trainings: BAF sponsored a three-day training for KVA NEC and council members on 14-16th November 2016. Topics covered included: (1) leadership and management; (2) advocacy; and (3) Corporate leadership

6.8.8 Loss to the profession: Dr. Anthony Makau, Dr. Ricky Ireri and Dr.Gacheri Nkando. Members requested to stand and observe a moment of silence.

6.9 KVA Journal: Actively in getting the journal back to circulation

5.2 General comments to the Honorary Secretary's report

Following the Honorary Secretary's members raised the following issues for clarification:

5.2.1 It was also advised to address matters regarding to the KVA development project to dismiss the guest from the other matters concerning the association.

5.2.2 The Chairman clarified that Dr.Kiniiya's team which comprises of: Dr.Elizabeth Ouko, Dr.Musanya, Dr. Ignatius Kahi, Dr. Mugachia, Dr. Ken

- Mbogori and Dr. Mutai. It was noted that the roadmap is very clear and that the next stage is to engage an architect. Members were informed that the stage will require full support from members such as buying shares etc.
- 5.2.3 It was noted that the contracted team for the KVA development project provided options, and proposed that either this should be left with Dr.Kiniiya's team to decide or the AGM to decide on which option will be preferable and give the responsibility to the Dr.Kiniiya's committee to appoint an architect with instructions from the AGM. In response to Dr.Kiniiya clarified that the proposal made by the consultant was that we proceed with a multipurpose development project which will encompass a number of facets and within the facets there is an animal resource centre in which 1/2 floors of the building being converted to KVA offices, maybe a library for the vets and sufficient space that can be utilized by members. It is therefore not purely a developmental project but also with a commercial component for income generation.
- 5.2.4 Dr.Kiniiya brought to the attention of the AGM of on-going discussions on coming up with a professional indemnity cover for veterinarians at various levels, including having a livestock insurance. Members were informed to be aware that these two packages will be brought forward in the near future for deliberations. The Chairman reiterated that there is a team working with KVA, KLIFT and the Chancery Right insurance company to come up with a product that is coupled with credit facilities from KLIFT which can finance premiums.
- 5.2.5 It was highlighted by Dr.Kiniiya that it would be useful for the AGM to be taken through the strategic plan to provide a lime light of the current implementation position and the way forward. He also pointed out that there was a strategic matrix which pin pointed when certain activities within the strategic plan ought to have been achieved/done. He further noted that a strategic plan is not cast on stone and that in the course of implementation if there is a lot of change in the environment, KVA-AGM is empowered to make necessary changes to ensure a nice fit with the changing environment. This was well noted.
- 5.2.6 Prof. Wahome noted that the Chairman's team as done very well and negotiated excellent packages for the members and highlighted that there was some weakness or laxity in dissemination of this information. The team was therefore challenged to publicize the new developments to members to ensure a higher up take of the packages such as the motor car insurance. The Chairman noted the feedback and also added that the team is also engaging the companies to ensure that they partner with KVA during such events to ensure uptake and also acknowledged that the team will up their game in terms of communicating to members about the new products.

- 5.2.7 Dr. Yamo highlighted some corrections to the Honorary Secretary's report as below:
- a. VMD regulations were gazette on March 2016 and not May 2017 and the Chairman also added that the Council was gazette in 2017.
 - b. Animal Welfare Bill – which he clarified is known as the Animal Welfare and Protection Bill which he mentioned was done early 2017.
- 5.2.8 Dr. Wanga highlighted that, based on the KVA constitution passed in Mombasa, the Council chair who is also the senior vice chair is supposed to be seated on the front bench together with the other NEC members. He requested the NEC to explain why the Council chair seated among the members. He proceeded to noted that the amendment was moved by himself and Dr. GK Muttai were the Council chair was retained as a member of the executive. The Chairman responded by noting that this is an issue that they have been grumbling with and when the constitution was reviewed in Murang'a in 2013 and tabled with the AGM who approved it, but when it was forwarded to the Registrar in 2014 for ratification and endorsement, it no longer reads as highlighted by Dr.Wanga and that therefore spurs confusion. The Chair noted that there is need to revise the constitution to read as accurate as noted by Dr.Wanga's comment referencing to the AGM of 2013. The AGM directed the NEC to convene a team look at the omissions and present a report in the next AGM.
- 5.2.9 Prof. Demesi requested for a feedback on the membership trends and explanation for the dynamic changes in membership. The Treasurer responded that the issue of membership as discussed in the year 2016 in Meru AGM from the auditor's report was that there were a lot of people lagging behind in terms of payment. The AGM therefore gave a go ahead to clean up the register. The 400 that the Secretary has given are the paid-up members as of 2017 and the agreement was to only pick up and reflect paid up and retained members. He also noted that every quarter from the head office a list s circulated to the heads of branches to able to update the list during the council meetings.
- 5.2.10 It was noted that the Secretary's report did not reflect any branch and sub-committee reports and sort for a clarification whether this is no longer being done. He also inquired on the status of the branches. The Honorary Secretary responded by noting that the branches hadn't submitted any reports at the time of developing his report. He also noted the Treasurer's report will provide an indication of the health status of the branches.
- 5.2.11 Dr.Wanga also noted that it would be important to have the branch reports earlier since the AGM is entitled to the report and if the branches aren't providing the reports and if the Council is unable to discipline then the AGM could address that issue. Prof.Wahome noted that it was anticipated that the branch reports would have been submitted during the Council meetings and it was sad to hear that branch reports had not been

submitted and that this calls for very serious punitive measures against the branches. The Chairman clarified that during the Council meetings there are few reports that have been submitted and these should have been compiled but unfortunately they were not. He also noted that it is important to focus on how to strengthen the branches to ensure their functionality.

5.2.12 Dr.Wanga advised that the AGM notice should only be delivered to the paid-up members whether through electronic or paper-based avenues.

Min 7/2017: Receive and adopt the Treasurer's Report

7.1.1 The Treasurer started off by challenging the members to reflect and ask themselves whether in 50 years KVA has something to be proud of achieving. He further highlighted that many a times most fundraising is done during AGMs and implored members to rethink this approach and diversify in fundraising strategies.

7.1.2 As executive to get a person to do fundraising; go through budget and raise money – and use PRM to do tangible projects and top dependency on donation; since partners normally ask what does KVA bring on board.

7.1.3 Members requested to engage past chairmen, NEC in proposal development

7.1.4 Mr.Muchiri Timothy for accounts ended 31st December 2016: We have audited the financial statements set out on pages 5 to 10 for the year ended 31st December 2016 which have been prepared on the basis of the accounting policies set out on page 7. We obtained the information and explanations which you the best of our knowledge and belief were necessary for the purposes of our audit; In our opinion, proper books of accounts have been kept and the financial statements which are in agreement therewith, give a true and fair view of the state of the Kenya Veterinary Association financial affairs at 31st December 2016 and of the surplus and cash flow for the year then ended; Total assets 35 million and income from year totaled to 41 million; total expenses 39 million.

7.2 Matters arising from the treasurer's report

7.2.1 Members noted that one branch was missing - North Eastern branch

7.2.2 Account on accrual basis and amount taken to receivables

7.2.3 Under page 6 under accumulated fund-surplus as 4,073,781. This was the funds for the plot development

7.2.4 Find a pathway to address governance challenge of North Eastern

7.2.5 Dr. Ouko : Issue of branches not doing what they are doing; need to know how the branches are operating since this is members money; accounts and reports are required to be submitted; no repeat of the same should be in next meeting

- 7.2.6 Dr.Wanga : In liason with Ouko's comment; old constitution was very clear on the punitive action; need to clean existing constitution; inadequate accounts will result to a special meeting but current constitution will not have it and such punitive measures ensures branches to provide reports on time. This is urgent to lead to ensuring that inputs measures can be reflected as desired
- 7.2.7 Team constituted by NEC to look at branches; SEVET in Nyahururu having similar catchment of members;
- 7.2.8 It is an issue to look at the problem holistically; need to have a team to review the constitution and new amendments to restructure the branches
- 7.2.9 One of the recommendations from last AGM NEC can do all accounts from all branches and national to be done at head office.
- 7.2.10 Reports to be submitted by 10th of January, 2017 from branches to the head office
- 7.2.11 Restructuring of branches based on counties; restructuring of NEC and also include private, NGOs and; whoever comes to the seat also represents the issues of members; First get resource from members.

The treasurer's report was approved by Dr. Impwii and seconded by Dr.Nyakundi

Min 8/2017: Receive and adopt the auditor's report and financial statements for 2016

- 8.1.1 Dr. Wanga Four years of audit it is not possible to audit; it is important to find a new auditor and was retained on the grounds that they could have produced
- 8.1.2 Dr.Mandieka: Get a new one and re-negotiate the terms of engagement and recommendation were that UHY.
- 8.1.3 The auditor's report was proposed by Dr.Mandieka and Seconded by Dr. Odhiambo
- 8.1.4 Last AGM approved budget for 2 years and for every budget line show actual expenditure as proposed
- 8.1.5 Budgeted amount for 2016 was Kshs. 6,919,086 and the amount used was Kshs. 4, 383, 737
- 8.1.6 As of yesterday had raised 5.2 million from sponsors and entrance fee; expenses for hotel alone bill is 4.4 million
- 8.1.7 When having international conference, it is important that in future such events are factored in the budget

Min 12/2017: Transact Any Other Business

- 12.1.1 Dr. Yamo: noted there was a need for KVA re-organization and restructuring through constitutional amendment.
- 12.1.2 Dr. Derrick: there was a need to strengthen the Projects and resource mobilization sub-committee to support the fundraising
- 12.1.3 KVA can now sustain production of magazine, journal and become as source of revenue

- 12.1.4 Project with KCB and donors and last month signed a grant of 12.5 million; partner terminated other but retained KVA due to the good work done by the team
- 12.1.5 Dr.Owiti How many chairman and secretaries for branches are present; as a rule that in future ranch officials should attend AGM
- 12.1.6 Members noted the need to support insurance schemes negotiated by KVA on their behalf to avoid the need for fund raising for members in cases of sickness and related issues
- 12.1.7 KVA SACCO was registered from the SACCO previously registered as SEVET SACCO in line with the ‘Kajume report” which created a roadmap for KVA to have a national Sacco with a National outlook. The interim leadership was to hold an SGM and put in place the structures.
- 12.1.8 Members discussed the next AGM and agreed since they were in Central region in 2009, the venue will be in the Central region and to be hosted by the Central branch. The dates would remain in the week preceding the World Veterinary Day celebration.
- 12.1.9 There being no other business, the meeting was adjourned.

Hon. Secretary.....

Signed.....

Chairman:

Signed.....