



**Board of Directors Meeting Agenda  
Thursday February 8th, 2018 12:00 PM**

- I. Call to Order
- II. Guests
- III. Minutes of Jan., 2017 Meeting,
- IV. President's Report
  1. Budget still working on
  2. Vote on getting a 2 credit cards same account with a \$5000. Limit for transport team.
- V. Treasurer's Report
- VI. Executive Director's Report
  1. Ann Heber will
  2. \$1,000 grant from PetSmart for \$1,500 and items for lobby to make money
  3. Grants coming from Van Buren to help with spay and neuter
  4. 9 grants this month
  5. Did not file a large one due to many distractions
  6. Fundraising, grant, and misc. calendar is being finished this week and will be emailed
  7. No Kill plan is being reviewed for correction and will be emailed by end of week or early next week
  8. Parvo Dogs
  9. Canceled transport for 48 dogs
  10. Trailer
  11. 26 Heartworm Dog
  12. Cats with bed bugs
  13. Hoping to be ready for transfer to ShelterLuv this month
  14. Birthday party is at \$8,200



15. Pam has 3 appointment this month working on getting 1-2 a day
16. Entertainment Award
17. Need direct mail piece - needs to go out ASAP
18. Did an email request got \$10.00
19. One on Email \$0.00
20. Short six cleaners and two medical technicians
21. Puppy Bowl brought in \$674.00
22. We have money for every month some 2 times a month from all the grants I have I have already missed one, but I having trouble we vets can I send out seeing if any vets will help. We do have money in the grants for vet fees.

VII. Special Event

VIII. Old Business

IX. New Business

X. Adjourn

Sebastian County Humane Society  
Board of Directors Meeting  
Thursday January 11 ,2018

Attendees: Joe Sprague, Steve Carriillo, Sam Terry, Stacie Gibson, Melanie Prewett, Tracy Zigerelli, Storm Nolan, LeeAnn Cox, William Buckley, Jessica Meredith, Kitty Calvert, Darren Minor

Excused absences: 0

Absences: Philip Merry

Guests: Hazel Brown

- I. Call to order.  
Meeting was called to order at 12:03
  
- II. Minutes from November 16, 2017. Motion made by Tracy Zigerelli to approve the minutes from the November 16,2017 meeting. Second Jessica. Minutes were approved.
  
- III. President's report by Sam Terry
  - A. A confidentiality agreement was signed by the board members to not reveal the new name of the shelter until the birthday party, where their new name will be announced.
  - B. A motion was made to approve the name Hope Humane Society by Storm. Second by Darren. Motion passed unanimously.
  - C. Sam announced that a budget was still under development.
  - D. A motion was made by Jessica to get two new credit cards linked to the same account. Second by LeeAnn. Motion passed unanimously.
  - E. Sam encouraged board members to meet with Pam White to discuss contacts.
  
- IV. Treasurer's Report

December 2017 Financials:

- A. LeeAnn announced that the shelter made money the month of December.
- B. The items over \$250 were about the same as the usual expenses for November and December.
- C. We did receive the \$56,000 from PetSmart. The transfer reflects on the report.
- D. A motion was made by Jessica to approve the items over \$250. Second by Kitty. Financials were approved
- E. November the shelter lost \$51,624. The loss was mostly due to the cost of medical and veterinary supplies and transports that are costing approximately \$90 an animal. Joe wrote and spoke to donors to increase donations to offset the loss. We are also still receiving donations for Lights of Love. Lights of Love has currently raised \$12,000.
- F. Motion was made by Jessica to approve the regular financials for November and December. Second by Steve. Financials were approved.

## V. Executive Director's Report

- A. Stats:
- B. Joe discover a secret account called area 51 created by Becca. This account was to hide euthanasia numbers from the board and the public. Joe spent a weekend going through the approximate 30,000 entries so he could correct the euthanasia numbers. The biggest increase in euthanasia numbers were in cats.
- C. Joe reported that dog adoptions were down because we have not advertised in the newspaper. Facebook advertising was used instead. Traditionally dog adoptions are down in December.
- D. Joe reported that we were supplying the city with our statistics but Sgt. Copeland found the reports to be confusing and were not being distributed. Joe was providing them on request. Per our contract with the city Storm and Sam wanted to make sure we are providing the City with our statistics to comply with our contract.
- E. Storm made a motion we comply with our contract with the city to supply them, as well as the entire animal advisory board with the information requested in our contract starting in January 2018. Second William. Motion Passed.
- F. Joe requested \$25,000 from PetSmart and received \$56,000. The total animals to be spayed and neutered will be 1,225. Cats will be free.
- G. Still waiting on the Ann Herber will. Last report is that it is at \$120,000.
- H. We have 4 transports this month to Chicago and Wisconsin.
- I. Joe just received a set of 175 questions in reference to the Lifesaving Impact Grant.
- J. Joe asked if any board members would be interested in co-chairing Cause for Paws. Joe suggested that he appoints a couple of employees of the shelter to organize and assign board members with jobs to help with the event. Joe will oversee the list of tasks to make sure everything is done on time.
- K. The Open No-Kill plan should be finished soon.
- L. Joe is also working on the 2018 plan, budget and calendar.
- M. We currently have 43 heartworm dogs at the shelter. 18 dogs have completed treatment and 15 will start treatment this week . 10 are still waiting for treatment.
- N. We have had 18 parvo dogs this month. Two dogs have died.
- O. We can now talk about the puppy bowl.
- P. The shelter hours have changed to adoption times being 10-7 monday thru Saturday. 10-5 on Sunday. Intake hours will be 10-6 Monday thru Friday and Saturday 10-4.
- Q. Joe got a grant from Walmart for \$1875. This will pay for 375 free micro chips.
- R. Joe will be using the \$5000 computer grant for new computers and tablets to be used by the staff.
- S. Joe is working on increasing the MicroSoft Grant by \$3250.
- T. \$10 for the name tags with the new logo.

- U. Terrance is overseeing the new name change. There is approximately 32 items that need to be changed.
- V. There is still a shortage of employees.
- W. Joe received a \$10,000 grant for transport.
- X. Joe is working with a foundation that will cover the total costs of transports for one year. They want to also purchase a new van and set the staffs pay to make sure we do not have employee turnover.

Special Events:

Birthday Party is January 25, 2018. A request was made for each board member to contribute \$25 for food expenses.

New business: \* Joe received a load of cat food designated to feed feral cats and may be given to people who feed feral cats.

\*Joe hired a social media person to handle facebook, twitter, instagram and will be providing reports to Joe.

Joe wrote a grant to St. Pauls United Church for \$1000.

LeeAnn nominated Storm to talk about the new Shelter name and William to talk about the highlights of 2017.

Old Business: Storm reported that the website is live but not promoted yet. The morning after the birthday party the traffic will be switched over to the new website. The new website will work with PetFinder.

Motion made to adjourn by Jessica. Second by LeeAnn.. Meeting adjourned at 1:00.