**Humane Society of the Ohio Valley, Inc.**

**Regular Board Minutes**

**June 14, 2023**

Board members present: Mike Montgomery, Amber Dennison, Esther Salem, Michele Newbanks

Absent: Tammy Bates, Mike Miller

1. Call to order – The meeting was called to order at 6:15 p.m.
2. Public comments – None
3. Approval of minutes of May’s board meeting:
	* Motion – Esther
	* Second – Mike
	* Motion passed with a voice vote.
4. Approval of Treasurer’s report for April:
	* Motion – Esther
	* Second – Mike
	* Motion passed with a voice vote.
	* Amy Rogers suggested tabling May’s treasurer’s report and running them a month behind, so the board has a chance to look at them. The suggestion was agreed on.
5. Dog Warden and Humane Officer report – Humane Officer Fredley Tynan reported there were 17 animal complaint follow-ups, 11 unfounded complaints, 9 total ongoing cases and 6 founded complaints. One verbal warning was given, and no animals were removed. One court case is ongoing from animals seized in December. Five strays were brought in by the dog warden and one dog was euthanized by the sheriff’s department after it attacked two children, requiring 150 stitches between the two.
6. Interim Director’s Report – Amy Rogers
	* 110 cats were brought in and 11 ill kittens died.
	* Rescue Rebuild is on site.
	* Kate Bruno’s office will be rearranged in main and a break room will be added by Sharon’s office.
	* Amy said the supply stock was built back up.
	* The fee for the Safety Council is $50 per year and the shelter would receive 3% off Workers Compensation if 10 meetings are held a year.
	* Amy said she would like to have a console phone for the director’s office. We will get in touch with iTech.
7. Committees
	* Operations
		1. Amber said July 6-31 is Empty the Shelter and HSOV will be reimbursed for adoption fees.
		2. Lisa Mason of Greenleaf Landscaping offered training for cat techs.
		3. Ops held a meeting and discussed upcoming changes at the shelter. Fredley now has a job description.
		4. Miller and Fredley will work on an emergency plan.
		5. Due to staff turnover, the shelter will be rekeyed and recoded.
		6. The camera system is online. Kate asked if the camera and alarm will be on the new building. Rescue Rebuild will be consulted.
		7. The broken freezer was removed.
		8. The Ops chairman will try to hold a meeting once a month.
	* Fundraising
		1. An activities calendar has been filled out through the annual meeting in December.
		2. Activities include Bingo on Sept. 16, but most are events we are attending.
	* Finance
		1. Mike applied for $50,000 from the general fund at Marietta Community Foundation.
		2. Mike and Amy are applying for help with vet bills from the medical fund.
		3. The shelter is getting Spark credit cards which have 0% financing for a year.
		4. The next finance meeting is scheduled for 3 p.m. June 25 at the shelter.
	* Building, Grounds and Maintenance
		1. The new gutters are up.
		2. There are two new dusk to dawn lights for the new building.
		3. There is a new sign for the front of the building.
		4. HSOV was assured the water leak was fixed.
		5. Mike asked that the shelter be billed once a month for water.
		6. Remaining gravel from the new building will be added to the road.
	* New Building and Renovations
		1. The new building is going well.
		2. Photos will be taken to be used with public relations and fundraising.
	* Homeward Bound
		1. 17 cats/kittens were adopted in May
		2. There are 58 cats/kittens in foster care.
		3. There are 16 cats in long-term/medical foster care with Frances Meckel.
		4. 19 cats were transferred to rescue groups
		5. Williamstown Animal Hospital spayed/neutered 20 cats and will match the Help Clinic prices.
		6. 18 shelter cats and 2 community cats were spayed/neutered at the Help Clinic in Barboursville.
		7. Parkersburg Veterinary Hospital spayed/neutered 15 cats and will only charge us for rabies vaccines.
		8. Appointments were made at the Help Clinic for June 26 and July 17.
		9. 56 dogs/puppies are in foster care.
		10. 22 dogs/puppies were adopted and 8 went to rescue.
	* Public Relations
		1. The Times column for June will be on July’s membership drive.
		2. It likely will run the first part of July.
	* Membership
		1. Tracy Moore will be making this year’s T-shirts. She gave a quote of $485.65 for 102 shirts.
		2. Due to the lowered price of membership fees, T-shirts will not be sent out. They will be sold at various events and through the shelter.
		3. It was suggested also possibly selling magnets, rubber bracelets and stickers.
	* Technology
		1. Staff is looking at internet service extenders.
	* Volunteer
		1. People are coming for orientation, but then not returning.
	* Legacy Society
		1. Esther will be added as member.
		2. A new sub fund will be added to the HSOV fund at the community foundation.
8. Unfinished Business
	* Cameras are working great.
9. New business
	* Tracy Moore was appointed to the board. She will be on the board through the end of the year and then will have to be elected.
	* Karissa Reynolds’ letter of resignation was accepted. Amber made the motion and Michele seconded. The motion passed with a voice vote.
	* Staff is adjusting to the leadership changes. Only a few left and the ones remaining are doing good.
	* Comments were made by former employees on the group chat. Kate asked that once a person no longer works there, they be removed immediately.
	* Confidentiality – Amber said information was leaked about the discussion with Karissa about her firing. She said nothing that is discussed in executive session should be shared. She said as Karissa knew about her termination ahead of time, she was able to poison the staff, which fueled division.
	* Fredley will get a new phone and was given permission to drop Cricket if need be. She said she has Verizon and likes her phone service. Amy and Fredley will visit Cricket for options.
	* Mike Montgomery submitted his letter of resignation to the board. His letter stated he will be leaving as of July 1. He is also resigning as treasurer and finance committee chairman, but would like to continue working on maintenance at the shelter.
10. Motion to Adjourn
	* Motion: Michele
	* Second: Amber
	* Passed Unanimously
11. Meeting adjourned at 7:37 p.m. Next meeting is July 12, 2023.