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

**Regular Board Meeting Minutes**

**April 12, 2023**

PRESENT: Mike Montgomery, Amber Dennison, Michele Newbanks, Tammy Bates, Michael Miller

Absent: Esther Salem

1. Call to Order – The meeting was called to order at 6:58 p.m.
2. Approval of Minutes of the Board meeting in March 2023:
	* Motion – Tammy
	* Second – Michele
	* Motion passed with a voice vote.
3. Public comments – None
4. Treasurer’s report – We received $1,676 from the City of Marietta, $11,000 in grants, $24,000 in ARPA funds from the City of Marietta, $1,030 in memorial, $8,536.78 in donations, $2,650 in adoption fees and $25,248.31 from Fur Ball, with a gross profit of $85,057.84. We paid $6,490.81 on facilities and equipment, $8,322.63 for supplies and $10,983.72 for veterinary care. There were total expenses of $71,804.22 for a net income of $13,253.62 for March.
	* Motion - Amber
	* Second – Tammy
	* Motion passed with a voice vote.
5. Dog Warden and Humane Officer report – Humane Officer Fredley Tynan reported there were 23 animal complaint follow-ups, 4 unfounded complaints, 10 ongoing cases and 11 founded complaints. Two warnings were given and 4 complaints with animals removed. 15 animals were surrendered and 11 were seized, with one surrendered after seizure and 10 forfeited. 26 dogs, 2 horses and more than 200 cattle were involved in calls. Fredley said the Ohio Department of Agriculture was involved in the calls regarding the cattle. The owner could be fined for livestock care standards. One animal needed immediate medical care and there was one case where charges will be filed.

Miller suggested putting on social media animals who need vet care and Karissa said they could set up a PayPal account just for medical needs.

1. Executive Director’s Report
	* New staff have been hired.
	* Rachal is working on a new 2-round schedule for dogs.
	* Kati is working on the foster program and ordering supplies.
	* Karissa is getting ready to hire two more people.
	* A new suggestion box has been added to the shelter. The staff is becoming more comfortable in suggesting things.
	* The shelter is heading in a positive direction.
2. Committees
	* Operations
		1. Co-chairs Kati and Rachal reported the committee met March 31.
		2. The foster page is done and there’s a mass email list of animals for foster.
		3. An enrichment update regarded visual barriers for dog kennels. It prevents dogs from seeing other dogs, which might decrease barking and stress.
		4. How to increase traffic to social media?
		5. Rachal is attending a shelter fast track through Maddie’s Fun to help calculate intake.
		6. Kati is attending a shelter fast track about managing intake.
		7. 37 cats and 13 dogs left the shelter. 55 cats and 8 dogs were sent to rescue. Two cats died (2 in foster and 1 through euthanasia). 13 dogs were returned to owner.
	* Fundraising
		1. A Google sheet was shared on upcoming events.
		2. The sheet will be updated as calls come in each month, including appearances and food drives.
		3. The next meeting will be 2 p.m. May 6.
	* Finance
		1. The next meeting will be 8 a.m. April 22.
	* Building, Grounds and Maintenance
		1. There was wind damage to the facility.
		2. The building is on schedule.
		3. The gravel on the driveway will be recoated.
		4. Gutter work of $3,200 was cancelled.
		5. The dog kennels are being painted.
	* New Building and Renovations
		1. The new building is going well.
	* Homeward Bound
		1. 37 cats/kittens were adopted in March.
		2. 32 cats/kittens are in foster care.
		3. 16 cats are in long-term/medical foster care with Frances Meckel
		4. 34 shelter cats were transferred to rescue groups in March.
		5. 20 cats were spayed/neutered on March 13. The $985.50 invoice for the appointments was paid by the Friends of Felines Fund.
		6. 26 cats were spayed/neutered on April 10.
		7. 35 dogs/puppies are in foster care.
	* Public Relations
		1. Times columns for the summer have been scheduled.
			1. April – Business After Hours
			2. May – Rebuild Rescue
			3. June – Mobile unit
			4. July – Membership drive
			5. August – Specials and events for the fall
		2. The Wednesday Wish List is posted each week with long-term or special needs dogs and cats listed on alternate weeks to announce the most-needed items.
		3. Two albums of photos were taken at the 2023 Fur Ball and have been posted to Facebook.
	* Membership
		1. A new membership application is being created. It will simplify the application the HSOV has been using for several years.
		2. It was decided by the committee to with a gray T-shirt with a dark blue logo. A midweight shirt from Rush Order Tees would be $8.75 each and a heavyweight shirt would be $9.78 each. Volunteer Coordinator Tracy Moore said she could do the shirts at a less expensive cost.
	* Technology
		1. The missing hub was found. It needs to be hooked up in the ceiling.
	* Volunteer
		1. The number of volunteers is down, but we are optimistic about warmer weather.
		2. A volunteer box will be added, and volunteers can put their name in and win a prize. Will be held April 16-22.
3. Unfinished Business
	* Cameras - Mike to hook back up now that all parts are at the shelter.
	* Phones - Karissa to stop by ITECH since ticket on website has error message & Mike not returning her calls/emails.
	* Water bills/tank project – Mike and Karissa working on. Mike to request historical breakdown of past readings.
	* Karissa said the Giardia treatment is over. There will be a retest in 30 days. Costs $65 each to test and treat. Fredley typed up cleaning and treatment protocol for kennel techs to follow.
4. New business
	* Amy Rogers will get an honorary membership. Karissa will handle.
	* New staff means new people working weekends. Karissa to coach Kati to better cover weekends when we are busy and continuously short staffed.
	* The shelter isn’t as full as it had been. Adoption specials have been extended.
	* New building update - Concrete being poured April 14. A roof is the next step.
	* Business After Hours plan is Amy is getting tents, Kate has an advice table, Tammy will supply baskets for raffle. Tracy and Karissa to schedule a meeting to get organized. In the meantime, Karissa will contact the EVE director. Treat bags will be made up and Karissa will order a Subway tray. Tracy to post about needing volunteer help.
	* Need to make sure committee lists are updated. People can go to meetings even if they are not a member.
	* Last minute closing – Rachal said they usually close at the last minute. Mike said they have a list of holidays, and they post when closed. They could post upcoming events and when they are closed on the website. In the future, more notice will be given. Karissa to coach Kati and Rachal to plan ahead on this.
	* A list of paid holidays is in the employee handbook.
	* Mike made a motion to approve a price change on memberships. The new cost is $20 per person for general membership and $500 for lifetime membership, starting May 1. Tammy seconded and the motion passed with a voice vote.
5. Motion to Adjourn
	* Motion: Michele
	* Second: Amber
	* Passed Unanimously
6. Meeting Adjourned at 8:32 p.m. Next meeting is May 10, 2023.