

**HUMANE SOCIETY OF THE OHIO VALLEY, INC.**  
**MONTHLY BOARD MEETING MINUTES**  
**August 5, 2020**

**CLOSED SESSION (Virtual) Due to the Coronavirus Pandemic**

**Present:** Ethan Gerber (President), Leight Murray (Vice President), Jim Raney (Secretary), Mike Montgomery (Treasurer and Vice President for Finance), Amber Dennison, and Esther Salem. Karissa Reynolds (Manager) and Scott Hatfield were also present.

**Approval of Minutes (attached):** Motion made by Mike Montgomery, seconded by Esther Salem. Motion passed unanimously.

**Officer Reports:**

- **President.** Ethan Gerber emphasized the importance of walks for our dogs.
- **Vice President.** Leight Murray reported on trips to Carroll County (Ohio) Animal Protection League and Adams County (Pennsylvania) Society for the Protection Against Cruelty to Animals for the purpose of learning about their planning, fund raising, designing, constructing, and operating new and upgraded shelters for their animals.
- **Secretary.** Jim Raney noted the need to announce the membership deadline for voting and being a candidate for board membership in our December meeting. He also noted a need for contingency planning in case the meeting cannot be held in person as required by the Bylaws.
- **Treasurer.** Mike Montgomery reported monthly and fiscal year-to-date profit/loss statements showing income and expenses, fiscal year-to-date budget reconciliation statement, QuickBooks and checking account balances, and our Marietta Community Foundation account balances. The month-end balance of the Edward Jones Investment account was not reported. The state of our corporate finances is excellent, allowing us to pay off our accounts in arrears and plan for future needs. He will present the invoice for the new Air Conditioning and Heating systems to the Marietta Community Foundation for possible reimbursement from a donor-advised fund.
- **Vice President for Finance.** Mike Montgomery noted that our entire Payroll Protection Program loan of about \$53,000 should be forgiven upon our application in accordance with rules of the program. Finance Committee will meet at the shelter around noon on Sunday to discuss applying for a second round of Payroll Protection Program funding and other matters.

**Approval of Treasurer's Report (attached).** Motion made by Esther Salem, seconded by Amber Dennison. Motion passed unanimously.

**Information Technology Officer's Report.** Jim Raney is evaluating pros and cons of alternative shelter management software packages. Four indoor security cameras and four outdoor security cameras have been installed, five of which are operating on battery power. All cameras will eventually be hard-wired to avoid the need for recharging the batteries. He is evaluating relocation of the Smart Hub to improve signal strength and considering whether to add a second Smart Hub so that half the cameras would be on each hub to improve signal strength. He will provide passwords to Ethan Gerber and Amber Dennison so they can receive email notifications when the cameras record motion per the programmed schedule.

**Management Report.** Karissa Reynolds reported shelter operations are running smoothly for the most part. We have closed the shelter for cat adoptions due to the feline distemper outbreak but are open for dog adoptions. We have a pig up for adoption now too. Saturday, August 8 will be her last day at HSOV.

## Committee Reports:

- **Operations Committee.** Amber Dennison reported on the meeting (virtual) on July 22 (attached). Discussion included urgently needed shelter repairs, restarting the HSOV newsletter, social media posts, rewording the adoption application to discourage declawing cats, starting a trap-neuter-release program, purchasing cat traps instead of dog kennels, staff training on dealing with difficult people, Parkersburg Area Community Foundation opportunities, dealing with sick and deceased animals in the shelter and community, assuring continuity of the rescue program when Karissa leaves, and a variety of other HSOV matters. County commissioners have authority to charge a higher registration fee for dogs over 9 months of age that have not been spayed or neutered (see Ohio Revised Code section 955.01A(2)). If implemented, this change should reduce the number of unwanted puppies and dogs, many of which end up in hoarding or neglect situations or as strays to be scooped up and delivered to HSOV by the Dog Warden or by county citizens. While there has been \$15,000 set aside for community dogs in the HSOV contract, we seldom used that much for spay/neuter of dogs, possibly because citizens are not sufficiently motivated to alter their dogs. Higher registration fees for unaltered dogs should result in higher Dog and Kennel Fund receipts, more dog spay/neuter surgeries, and fewer unwanted puppies and dogs requiring processing and disposal by the Dog Warden and by HSOV. Also, the dogs themselves should lead happier lives after spay/neuter surgery.
- **Finance Committee.** Finance committee is considering changing credit card companies. Jim Raney reported no progress in negotiating new county and city contracts. The committee discussed the current procedures and improvements needed to ensure that donors are thanked appropriately. The committee plans to visit Parkersburg Area Community Foundation to explore opportunities and is planning an October budget review prior to beginning our new fiscal year on November 1.
- **Building, Grounds, and Maintenance Committee.** The committee is considering whether to pay off the loan on our van considering budget uncertainty due to the pandemic and agreed to proceed with wraps for the van. The committee also discussed an Eagle Scout project and donation to replace our shelter sign at the end of our driveway. Ramp to dumpster can be built but a roofing project is being postponed due to high cost of lumber right now.
- **New Building and Renovations Committee.** The committee took trips to Carroll County (Ohio) Animal Protection League and Adams County (Pennsylvania) Society for the Protection Against Cruelty to Animals for the purpose of learning about their planning, fund raising, designing, constructing, and operating new and upgraded shelters for their animals. The committee has a volunteer with media and marketing experience to help with the capital campaign.
- **Homeward Bound Committee.** Sharon Paul provided her report by e-mail (attached). In July 20 cats/kittens were adopted, 13 cats/kittens were sent to rescue organizations, 44 cats/kittens were in foster homes, 18 cats were in long-term/medical foster home care with Frances Meckel, and 21 cats were spayed/neutered. Unfortunately, 2 cats/kittens sent to rescue organizations were found to have panleukopenia and were euthanized by veterinarians, thus leading HSOV to begin an intensive regimen of cleaning and quarantine of our remaining animals. In July there were 42 dogs/puppies in foster care, 23 dogs were adopted, 10 dogs and 16 puppies were sent to three rescue organizations, and 16 dogs were returned to owner. Details are in Canine and Feline Intake/Disposition Reports for June (attached).
- **Public Relations Committee.** Sharon Paul provided her report by e-mail (attached). We have 25,108 followers of HSOV Main Page and 14,572 followers of HSOV Group Page on HSOV's Facebook pages. We continue to have many "spam" type member requests on the HSOV group page that are monitored closely several times a day so that we aren't vulnerable to hackers, vulgar/profanity posts, etc. For the recent 28-day period (July 5-August 2, 2020), more than 200 individual requests were denied while 160 were

approved. Photographs of new dogs and cats are being taken on a daily basis and both strays- and owner-surrenders are posted on Petfinder, Facebook, and Adopt-a-Pet. Adoptions/rescues/reclaims are updated on all three sites throughout the day. The Wednesday Wish List continues to be posted each week with one of our long-term or special-needs dogs and cats being chosen on alternate weeks to announce the most-needed items, with added publicity for that dog/cat to find a home. Amber Dennison provided her report by e-mail (attached). The \$2 Tuesday and other Facebook special fund raising for shelter needs provided \$1,967 for various expenses plus \$350 for the New Building and Renovations Fund in July. HSOV Facebook pages and website were updated with current events, changes, cancellations and postponements, and advertising of events. Registration form for Marietta College campus dog walks and monthly updates of shelter animal counts were added.

- **Fundraising Committee.**

Upcoming Events (subject to change due to coronavirus pandemic)

- Various dates – Facebook fund raisers
- August 18 – Tattoo Event w/ Monkey’s Uncle Tattoo
- August 22 – The Great Marietta Marketplace, cancelled for 2020
- August 23 – Howlin’ in the Alley Virtual Concert
- August 29 – Golf Outing at Marietta Country Club
- September 10-12 – Sternwheel parking fund raiser, cancelled for 2020
- September 21 – October 2 – Paw Print Painting Sale
- October 31 – Sam’s Club Supply Drive/Bake Sale
- October 31 – Trunk or Treat
- November 7 – Quarter Auction (tentative)
- March 20, 2021 – Fur Ball, cancelled for 2020
- April 17, 2021 – Mutts Gone Nuts @ Peoples Bank Theater, cancelled for 2020
- Throw Down for the Pound – postponed, new date to be determined

- **Volunteer Committee.**

Upcoming Events (subject to change due to coronavirus pandemic)

- Tuesday and Thursday after hours dog walks and cat cuddling at the shelter
- Sunday orientation at 1 pm – call the shelter to arrange an orientation by appointment only

- **Membership Committee.** Leight Murray reported that HSOV has a total of 35 members and has ordered t-shirts for new 2021 members. Jim Raney posted a Facebook notice to remind members and prospective members to pay their 2020 dues by September 2 to be qualified to vote and be a candidate for director on the HSOV Board of Directors.

**Unfinished Business:**

- **HSOV Contracts with Washington County and City of Marietta.** The Finance Committee is waiting on county commissioners to call a meeting to discuss renewal of the contracts, although the county is paying our invoices at the 2019 rates. The committee also has not yet received a contract renewal from the city, although the city is paying our invoices at the higher, negotiated rate we requested.
- **Planning for new vehicle acquisition.** Finance Committee members are exploring options with local dealerships for purchasing a new or used vehicle to replace our GMC 4x4 truck.
- **Progress on fixing shelter deficiencies.** Mike Montgomery will provide the invoice for replacing our air conditioning and heating systems to Marietta Community Foundation with a request that they inquire whether a donor-advised fund may be used to reimburse us for the cost. Other deficiencies are fixed as Mike has time and resources.
- **Change to Employee Manual re: Pro-rating Vacation for Part-time Employees.** Discussion and action were deferred to Executive Session following this monthly meeting.

**New Business:**

- **Acceptance of Gift of the Shelter Computer System Upgrades.** Ethan Gerber moved, Amber Dennison seconded, motion to accept a gift of the shelter computer system upgrades in the attached itemized list totaling \$2,882.93 from board member James L. Raney. Motion passed unanimously, with James L. Raney abstaining from the vote.

**Public Comments:** None—This meeting was closed to the public due to the coronavirus pandemic.

**Next Meeting** – September 2, 2020 at 6:00 pm at Gold Star Park (tentative)

**Respectfully submitted,**  
Jim Raney, Secretary