

HUMANE SOCIETY OF THE OHIO VALLEY, INC.
MONTHLY BOARD MEETING MINUTES
June 3, 2020

CLOSED SESSION (Virtual) Due to the Coronavirus Pandemic

Present: Ethan Gerber (President), Leight Murray (Vice President), Jim Raney (Secretary), Mike Montgomery (Treasurer), Amber Dennison, and Esther Salem. Sheri Schwartz was absent. Karissa Reynolds (Manager) was also present.

Approval of Minutes (attached): Motion made by Esther Salem, seconded by Amber Dennison. Motion passed unanimously.

Officer Reports:

- **President.** Ethan Gerber emphasized the need for everyone to stay safe as the shelter begins offering more services during the coronavirus pandemic.
- **Vice President.** Leight Murray noted upcoming webinars on federal pandemic loan programs.
- **Secretary.** Jim Raney discussed need for a board resolution to delegate signature authority.
- **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 since we have been approved for the Payroll Protection Program loan of about \$53,000. We are hopeful of getting most or all of that loan forgiven under the PPP program rules.

Approval of Treasurer's Report (attached). Motion made by Jim Raney, seconded by Ethan Gerber. Motion passed unanimously.

Information Technology Officer's Report. Jim Raney reported that installation of the new computers and system upgrades have been completed and asked everyone to report any problems. Four indoor security cameras will be installed soon, and three outdoor security cameras will be ordered. We saved \$125 per month by moving one of our cellphone lines from Verizon to Cricket and cancelling the other two Verizon cellphone lines that we do not need. We still have the two unused iPhone 6 phones for future use if needed. We have a Suddenlink fax line that we do not use. Jim Raney will investigate possible savings from cancelling that fax line.

Management Report. Karissa Reynolds reported shelter operations are running smoothly for the most as we begin offering more services to the public. She is considering a change to our hours of operation or a cutback in staffing in late afternoons to accommodate customer needs.

Committee Reports:

- **Operations Committee.** Amber Dennison reported on the CLOSED MEETING (Virtual) on May 20. Discussion included our Food Pantry Support Program, status of our pandemic-related grants and loans, our core volunteer list, urgently needed shelter repairs, our HSOV newsletter, new policies for reopening the shelter to the public, our ongoing free consultation service from Best Friends Animal Society, scheduling orientation by appointment, and a wide variety of other HSOV matters.

- **Finance Committee.** Finance committee met to plan new ways to save money, including changing cellphone service providers, changing credit card companies, and upgrading our shelter security system. Jim Raney reported no progress in negotiating our new county contracts. Leight Murray discussed progress on obtaining our Payroll Protection Program loan and some expected changes that will benefit HSOV. The committee also discussed the need to ensure donors are appropriately recognized and thanked.
- **Building, Grounds, and Maintenance Committee.** Mike Montgomery plans to discuss details of needed shelter repairs in Operations Committee. He plans to order gravel for our road and parking lot. Planning for acquisition of a new/used SUV to replace our pickup truck is on hold. Installation of an air conditioner in the food storage room is needed to avoid spoilage.
- **New Building and Renovations Committee.** The committee met at the shelter with Kevin Flood of Morton Buildings, Inc. to discuss plans for upgrading our facilities. The committee plans to visit a Morton Buildings project near Columbus that is similar to HSOV needs. The planned trip to Adams County, PA to learn about their Humane Society's shelter expansion and renovation program has been postponed. Visits will be scheduled as soon as possible.
- **Homeward Bound Committee.** Sharon Paul provided her report by e-mail (attached). In May 13 cats/kittens were adopted, 64 cats were sent to rescue organizations, 59 cats/kittens were in foster homes, and 10 cats were spayed/neutered. In May there were 46 dogs/puppies in foster care, 22 dogs were adopted, 9 dogs were sent to rescue organizations, and 13 dogs were returned to owner. Details are in Canine and Feline Intake/Disposition Reports for May (attached).
- **Public Relations Committee.** Sharon Paul provided her report by e-mail (attached). We have 24,953 followers of HSOV Main Page and 14,256 followers of HSOV Group Page on HSOV's Facebook pages. Thanks to Karissa's and Bri's help during the coronavirus pandemic, Petfinder, Adopt-a-Pet, and Facebook pages are kept current as well as publicity about upcoming events and fundraisers. Public notices and instructions have been updated to implement restrictions due to the pandemic. Amber Dennison reported that monetary donations are down, but donations of food and supplies are up during the pandemic. She also reported our Economic Injury Disaster Loan application has been approved for up to \$150,000 for 30 years at 2.75% interest rate if we choose to accept it. A smaller loan amount could also be accepted. Finance Committee will discuss at their next meeting and make a recommendation.

- **Fundraising Committee.**

Upcoming Events (subject to change due to coronavirus pandemic)

- Various dates – Facebook fund raisers
- August 22 – Howlin' in the Alley
- August 29 – Golf Outing at Marietta Country Club
- September 11-13 – Sternwheel parking fund raiser
- October 31 – Sam's Club Supply Drive/Bake Sale
- November 7 – Quarter Auction
- Fur Ball – cancelled for 2020, postponed to March 20, 2021
- Mutts Gone Nuts @ Peoples Bank Theater, cancelled for 2020, postponed to April 17, 2021
- Throw Down for the Pound – postponed (to be determined)

Fundraising income is down, but monetary donations/direct public support were way up in April, down a bit in March and May.

-	2019 Public Support	2020 Public Support
-	March \$9,426.27	\$8,128.91
-	April \$3,991.81	\$8,946.18
-	May \$5,220.79	\$5,454.45
-	June \$9,483.86	To be announced

- **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 the committee did not meet due to the pandemic. There were 33 total members as of May 31.

Unfinished Business:

- **Board Member Acknowledgement and Agreement with Conflict of Interest Policies.** Jim Raney reported that all board members have signed the form and returned it to him for the corporate files.
- **HSOV Contracts with Washington County and City of Marietta.** We expect that the county commissioners will convene a working group to finalize contract terms when the pandemic has ended. Terms of the former and existing contracts are being honored by HSOV and both the county and the city.
- **Planning for new vehicle acquisition.** This initiative is on hold due to the pandemic.

New Business:

- **Resolution Delegating Signature Authorities.** Jim Raney moved, Esther Salem seconded motion to approve the **Resolution Delegating Signature Authority** (attached). Motion passed unanimously.
- **Coping with Decreasing Fund Raising.** Board members are asked to be on the alert for any new opportunities that may arise, especially those involving virtual rather than physical events.

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

Respectfully submitted,
Jim Raney, Secretary

Attachment: Resolution Delegating Signature Authority