

HUMANE SOCIETY OF THE OHIO VALLEY, INC.
MONTHLY BOARD MEETING MINUTES
November 4, 2020

OPEN SESSION, Gold Star Park Community Building, 6 pm

Present: Ethan Gerber (President), Leight Murray (Vice President), Jim Raney (Secretary), Mike Montgomery (Treasurer), and Esther Salem (Director). Amber Dennison (Director) was absent due to illness. Scott Hatfield (Manager) was also present. A member of the public, Debra Egolf also attended.

Approval of Minutes (attached): Motion made by Esther Salem, seconded by Leight Murray with a change in the minutes of the Executive Session. Motion passed unanimously.

Officer Reports:

- **President.** None.
- **Vice President.** Leight Murray advocated for participation in First Friday festivities this week.
- **Secretary.** None.
- **Treasurer.** The board discussed the treasurer's report of 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.
- **Vice President for Finance.** Leight Murray has been working with Assistant Treasurer, Vice President for Finance, and the Peoples Bank loan officer to prepare the request for forgiveness of our Payroll Protection Program loan. The bank advised delaying submission of the request pending new federal guidance expected soon. Mike Montgomery will ask the Peoples Bank loan officer about status at his next opportunity.

Approval of Treasurer's Report (attached). Motion made by Esther Salem, seconded by Leight Murray. Motion passed unanimously.

Information Technology Officer's Report. There appears to be a design flaw in the Arlo camera system. Jim Raney has replaced the White Ultra Smart Hub and verified that it also is not working as expected. He is developing a work-around solution to prevent the recording of conversations when cameras are triggered by motion even though the microphones and speakers have been disabled.

Management Report. Scott Hatfield reported that diseases in the shelter have been eradicated and shelter operations are back to normal for the most part. Adoption, rescue, and spay/neuter programs are working well. There is still a long waiting list for community surrenders of cats, perhaps up to 100 cats. Eleven cats with feline leukemia are in the shelter and two are being treated by a veterinarian. Results of a biopsy of cat Carlos have not yet been received. Carlos will likely go to a foster home when released by the veterinarian. A pig was dropped off behind the shelter this past week. Scott is working with the Animal Control Officer to identify the person who left the pig.

Committee Reports:

- **Operations Committee.** Amber Dennison reported on meeting on October 21 at Gold Star Park (attached). Discussion included: status of the Friends of Forgotten Felines lawsuit to protect the cat colonies at the Washington County Fairgrounds; status of our decision to spend \$2,000 for purchase of cat traps and loan them out to the public with a cash deposit to ensure return; status of our decision to spend \$3,500 plus up to \$400 labor to purchase and install a commercial dishwasher to wash, sanitize, and dry food and water bowls and litter pans to improve sanitation and reduce staff time; availability of veterinarians to make recommendations for improving our shelter operations; appointment of Jim, Amber, and Ethan as contacts for after-hours security alarms; public relations opportunities to Sponsor a Lamp Post and Adopt a Tree; preparations for the annual meeting in December; and a variety of other HSOV matters.
- **Finance Committee.** Mike Montgomery presented a variety of used mid-size SUVs for consideration. The committee recommended the purchase of a 2019 Honda Pilot with less than 8,000 miles and remaining factory warranty. The committee also recommended paying off our current vehicle loan.
- **Building, Grounds, and Maintenance Committee.** Outdoor security lights and electrical outlets for security cameras are being installed. Water tank will be flushed. Janisource, LLC will donate deep cleaning and sealing of the floors in the reception area and hallways. Board should send Janisource, LLC a Thank You letter when the work has been completed.
- **New Building and Renovations Committee.** First meeting of the Advisory Committee of community volunteers will be on November 12. So far, fundraising has achieved nearly 60% of our initial goal of \$10,000 required to obtain the match from a generous anonymous donor.
- **Homeward Bound Committee.** Sharon Paul provided her report by e-mail (attached). In October 55 cats/kittens were adopted, 21 cats/kittens were sent to rescue organizations, 27 cats/kittens are in foster homes, 20 cats are in long-term/medical foster home care with Frances Meckel, and 65 cats were spayed/neutered. We have 40 appointments for feline spay/neuter surgeries in November. In October there were 28 dogs/puppies in foster care after 3 dogs were removed due to lack of contact with foster parents, 18 dogs were adopted, 21 dogs/puppies were sent to a rescue organization, and 7 dogs were returned to owner. The Canine and Feline Intake/Disposition Reports for October are attached.
- **Public Relations Committee.**
Sharon Paul provided her report by e-mail (attached). We have 25,394 followers of HSOV Main Page and 14,887 followers of HSOV Group Page on HSOV's Facebook pages. The page administrators (Amber Dennison, Ethan Gerber, and Sharon Paul) monitor any questionable member requests and delete them where appropriate. Volume of potential spam/hackers seems to be increasing on daily. Photographs of new dogs and cats are taken daily 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 is 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. HSOV participated in Marietta Times "Adopt a Shelter Pet" supplement in October. Work on the HSOV newsletter has been delayed but an end-of-year edition may be done soon.
Amber Dennison provided her report by e-mail (attached). The \$2 Tuesday and other Facebook special fund raising for shelter needs provided \$1,045 for expenses, including \$640 for dog Ronnie. HSOV Facebook pages and website were updated with current events, changes, cancellations and postponements, and advertising of events. Shelter animal counts are updated monthly, as well as our animal save rate required for grant reporting. Grant applications and status are updated monthly. Submitted "Ray" for Pedigree Rescue Dog of the Year and he won! Working to obtain free Ray stuff to sell for donations.
- **Fundraising Committee.**

Upcoming Events (subject to change due to coronavirus pandemic)

- Various dates – Facebook fund raisers
- Month of November – “Throw a Bone to the Shelter Dogs” Chocolate Sale at Putnam Chocolate
- November 21 through January 9 – Holiday Supply Drive (details to come)
- 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.** Continuing Events (subject to change due to coronavirus pandemic):
 - Volunteers help with First Friday events and animal transports for Homeward Bound.
 - Volunteers do evening walks & cat cuddling on Tuesdays, Thursdays, and Sundays.
 - Volunteers help animals find homes through social media posting and personal contacts.
 - Volunteers have been staying in touch and working together for events and fund-raising.
 - We have received a few volunteer applications with a return e-mail stating “Due to Covid-19 we are not hosting weekly orientations, but we will be glad to set-up a one-on-one orientation...”

- **Membership Committee.** Leight Murray reported as of November 4:

<u>2020 Memberships/Sponsorships</u>		<u>2021 Memberships/Sponsorships</u>	
2	Junior Memberships	0	Junior Memberships
36	General Memberships	18	General Memberships
23	Lifetime Memberships	24	Lifetimes Memberships
61	Total Memberships	42	Total Memberships
1	Corporate Sponsors	0	Corporate Sponsors
4	Kennel Sponsors	0	Kennel Sponsors
10	Subscribers	0	Subscribers

Financial Summary

\$5,990.00 Total Membership Revenue

\$ 664.60 Membership Committee Budget spent year to date.

Unfinished Business:

- **Planning for Vehicle Acquisition.**
 - Jim Raney moved, Ethan Gerber seconded motion to purchase a 2019 Honda Pilot with fewer than 8,000 miles and the remaining factory warranty, and to authorize Finance Committee to obtain the best financing deal available. Motion passed unanimously.
 - Ethan Gerber moved, Jim Raney seconded motion to pay off our vehicle loan on the van. Motion passed unanimously.
- **Planning for Annual Meeting on December 2.** Two nominations for director have been received—Flite Freimann and Esther Salem. Secretary Jim Raney will send official notice of the meeting to all members at least 14 days prior to December 2 including the Amended Articles of Incorporation and information about the two candidates for director.

New Business:

- **Outreach to Veterinary Care Providers.** Board discussed the limited responses received to date from Scott Hatfield’s inquiries of local veterinarians.
- **Proposal for Veterinary Services/Agreement for Veterinary Services.** Board discussed the Proposal and Agreement for Veterinary Services drafted by our corporate attorney. Jim Raney moved, Esther Salem seconded motion to mail the proposal to 11 veterinarians listed on Ohio Veterinary Medical Licensing Board website as being in Washington County. Motion passed unanimously.

- **Next Fiscal Year Budget Review.** Assistant Treasurer Amy Rogers plans to have it ready for board review at our Operations Committee meeting on November 18.

Public Comments: None.

Next Meeting – December 2, 2020 at 6:00 pm at Gold Star Park. Board meeting will follow the Annual Meeting.

Respectfully submitted,
Jim Raney, Secretary