

HUMANE SOCIETY OF THE OHIO VALLEY, INC.
MONTHLY BOARD MEETING MINUTES
October 7, 2020

OPEN SESSION, Gold Star Park Community Building, 6 pm

Present: Ethan Gerber (President), Leight Murray (Vice President), Jim Raney (Secretary), Mike Montgomery (Treasurer), Amy Rogers (Assistant Treasurer), Amber Dennison (Director), and Esther Salem (Director). Scott Hatfield (Manager) was also present. A member of the public, Jennie Sherrard, also attended. The board wore masks and practiced social distancing.

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

Officer Reports:

• **President.** None.

• **Vice President.** HSOV's First Friday showing was excellent, thanks to Amy Rogers with HSOV dogs. •

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. The board received a \$7,000 donation from a donor-advised fund at the Marietta Community Foundation toward the cost of our new Air Conditioning and Heating system. • **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.

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

Information Technology Officer's Report. All security cameras are disabled pending further discussions with the manufacturer regarding resolution of a technical problem and installation of permanent power to the cameras to avoid necessity of recharging batteries.

Management Report. Scott Hatfield reported that diseases in the shelter have been eradicated and shelter operations are back to normal for the most part. Karissa Reynolds will return as a part-time Assistant Manager soon. Several cat technicians tested negative for COVID-19 but there could still be issues with family members, so we are monitoring the situation closely. We had 12 cat adoptions, 9 cat rescues, 19 dog adoptions, 9 dog rescues, and 12 returns to owners last month. There were 22 cat spay or neuter appointments completed last month plus 1 cat and 2 dog appointments scheduled. There is still a waiting list for community surrenders of cats.

Committee Reports:

- **Operations Committee.** Amber Dennison reported on meeting on September 23 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; acceptance of the \$1,500 offer by Kim Cowan to purchase our 4x4 pickup truck and need to cancel our insurance on this vehicle; 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 conduct a walk-through of our shelter and make recommendations for improving our shelter operations; need for a replacement CD player; need to ensure security cameras are not recording audio when triggered by motion; how to respond to commissioner and dog warden complaints; need to ensure a uniform board response in public; preparations for the annual meeting in December; and a variety of other HSOV matters.
- **Finance Committee.** Finance committee is considering options for reducing the cost of natural gas and is planning for an October budget review prior to beginning our new fiscal year on November 1.
- **Building, Grounds, and Maintenance Committee.** Kitchen plumbing repairs have been completed. New outdoor security lights and electrical outlets for security cameras should be installed soon.
- **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 September 12 cats/kittens were adopted, 9 cats/kittens were sent to rescue organizations 29 cats/kittens are in foster homes, 18 cats are in long-term/medical foster home care with Frances Meckel, and 18 cats were spayed/neutered. We have 40 appointments for feline spay/neuter in October. In September there were 33 dogs/puppies in foster care, 19 dogs were adopted, 9 dogs/puppies were sent to a rescue organization, and 12 dogs were returned to owner. Canine and Feline Intake/Disposition Reports for September are attached.
- **Public Relations Committee.**

Sharon Paul provided her report by e-mail (attached). We have 25,331 followers of HSOV Main Page and 14,822 followers of HSOV Group Page on HSOV's Facebook pages. Page administrators 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 will participate in Marietta Times "Adopt a Shelter Pet" supplement in October. Work on the HSOV newsletter was delayed due to the shelter closings due to diseases in September.

Amber Dennison provided her report by e-mail (attached). The \$2 Tuesday and other Facebook special fund raising for shelter needs provided \$1,406 for expenses, including \$650 for surgery for cat Bobbie. 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.
- **Fundraising Committee.**

Upcoming Events (subject to change due to coronavirus pandemic)

- Various dates – Facebook fund raisers
- October 17 – Muskingum Park Craft Show (Esther Salem)
- October 25 – Station Chili Cook Off, Belpre

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- 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 October 5:

Membership Subscriptions

- 2 Junior Memberships
- 10 Subscriber Memberships
- 40 General Memberships
- 25 Lifetime Memberships
- 1 Corporate Memberships
- 78 Total Memberships
- 4 Kennel Sponsors

Financial Summary

- \$5,390.00 Total Membership Revenue
- \$ 664.60 Membership Committee Budget spent year to date.

Unfinished Business:

- **Sale of Truck and 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.
- **Planning for Annual Meeting on December 2.** Nominations of director candidates should be sent to President Ethan Gerber on the application form no later than November 2. Secretary Jim Raney will send official notice of the meeting to all members at least 14 days prior to December 2.

New Business:

- **Outreach to Veterinary Care Providers.** Board discussed options for reaching out to veterinary care providers. Jim Raney will draft a Statement of Work for Veterinary Services for board consideration as the basis for a possible contract with one or more local providers.

Public Comments: Jennie Sherrard discussed her concerns with putting down a family dog (bite dog).

Next Meeting – November 4, 2020 at 6:00 pm at Gold Star Park.

Respectfully submitted,
Jim Raney, Secretary