

HUMANE SOCIETY OF THE OHIO VALLEY, INC.
MONTHLY BOARD MEETING MINUTES
January 6, 2021

REGULAR MEETING, Virtual, 6 pm

Present: Ethan Gerber (President), Leight Murray (Vice President), Mike Montgomery (Treasurer), and Jim Raney (Secretary), plus Amber Dennison, Esther Salem, Flite Freimann and Keri Stan (Directors). Scott Hatfield (Manager) was excused from attendance due to COVID quarantine.

Public Comments: None.

Approval of Minutes (attached): Motion made by Leight Murray, seconded by Flite Freimann. Motion passed unanimously.

Officer Reports:

- **President.** None.
- **Vice President.** Leight Murray described a New Facility Concept proposal from Pickering Associates for developing a conceptual plan for the New Building and Renovations Program.
- **Secretary.** Jim Raney noted that board members should ensure that they have paid their 2021 HSOV membership dues to remain members in good standing.
- **Treasurer.** Mike Montgomery 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 Finance Committee needs to meet with the Edward Jones account representative for our annual review. The state of our corporate finances is excellent.
- **Vice President for Finance.** Mike Montgomery, Amy Rogers, and Leight Murray have completed the HSOV request for forgiveness of our Payroll Protection Program loan.

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 noted the inside cameras are working fine with their microphones and speakers disabled. Two outside cameras are currently on battery power (Side Entrance and Side Parking). Mike Montgomery is working on establishing permanent power to those cameras. All other cameras are working on permanent power.

Manager's Report. None.

Committee Reports:

- **Operations Committee.** The Board discussed Amber Dennison's report on the virtual committee meeting on December 16 (attached). Cat traps have been purchased and received for our Trap-Neuter-Return (TNR) Program. They will be loaned to the public with a \$70 deposit to assure return. Nets and trap to kennel transfer cages were included in the order. There have been no security alarms requiring police dispatch since the system battery was replaced. Dr. Essig (Williamstown

Animal Hospital) continues to help us obtain required medications. CD players, dog CD, and cat CD have been donated to the shelter to help calm the animals. Plans are being made to request grant funding to purchase and install a new commercial dishwasher system. Amber Dennison is working on liquidating items received from the Holtzworth Estate:

- 1 - Arrowhead
- 1 - 1922 Liberty One Dollar Coin
- 1 - John Adams Gold One Dollar Coin
- 1 - John Quincy Adams Gold One Dollar Coin
- 1 - Pilgrim Tercentenary Celebration Half Dollar Coin
- 3 - Nickels
- 2 - Quarters
- 1 - Small Black Coin Purse

- **Finance Committee.** Jim Raney noted that the 2021 Resolution Delegating Signature Authority is on the agenda. Upon approval, the committee will request a meeting with the Edward Jones account representative for our annual investment review. Leight Murray is exploring possibility of additional financial resources in the next phase of the Payroll Protection Program.
- **Building, Grounds, and Maintenance Committee.** Purchase of the 2019 Honda Pilot vehicle has been completed and the HSOV decals have been applied to it. Minor improvements in the shelter have been completed or are ongoing.
- **New Building and Renovations Committee.** Jim Raney noted that he, Leight Murray, and Mike Montgomery have looked at three commercial properties currently available in the Marietta area. None of them seems appropriate for our needs. Leight Murray noted that the proposed contract with Pickering Associates is on the agenda for developing a conceptual plan for the New Building and Renovations Program. Next meeting of the Advisory Committee of community volunteers is being planned tentatively in February.
- **Homeward Bound Committee.** Sharon Paul provided her report by e-mail (attached), including the Feline and Canine Intake/Disposition Reports for December.
Cats/Kittens. In December 35 were adopted, 26 were sent to rescue organizations, none was returned to owner, 21 were in foster homes, 21 were in long-term/medical foster home care with Frances Meckel, and 19 were spayed/neutered. A total of 266 were spayed/neutered, 206 were adopted, 236 were sent to rescue organizations, and 5 were returned to owner in calendar year 2020. We have 40 appointments for feline spay/neuter surgeries in January 2021.
Dogs/Puppies. In December 12 were adopted, 6 were sent to rescue organizations, 4 were returned to owner, and 29 were in foster care. A total of 276 were adopted, 140 were sent to rescue organizations, and 114 were returned to owner in calendar year 2020.
- **Public Relations Committee.**
Sharon Paul provided her report by e-mail (attached). We have 25,549 followers of HSOV Main Page and 15,033 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. Adopt-a-Pet and Chewy.com have partnered to allow organizations that have an Adopt-a-Pet account to create a “Wish List” linked to Chewy.com so that donors may order and have supplies shipped directly to organizations that participate. The December 2020 issue of the HSOV Newsletter was printed (in color) on December 19, 2020. This issue was 16-pages in length and included the 2021 Membership Form as an insert. Printed copies and electronic copies were mailed/distributed and posted to the HSOV website for viewing there. I plan to publish a Spring 2021 issue and keep up the momentum.

Amber Dennison provided her report by e-mail (attached). The \$2 Tuesday Facebook posts and other special fund raising provided \$3,415 for expenses. 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.** Julie and Amy are meeting with Keri on 1/7/2021 to discuss 2021 and possible committee members. The whole committee will then begin meeting to map out plans for the year. Committee is working on new plans for the 2021 Fur Ball. Due to current COVID numbers and restrictions, the event will not be held in March.
- **Volunteer Committee.** Due to Covid-19 complications most volunteer activities have been canceled or postponed. Volunteers continue evening walks & cat cuddling Tuesdays, Thursdays, and Sundays. Volunteers continue to 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 as well as help transport animals for rescue and vet care. Leight has been helping organize some orientations and keeping up with some communication with new volunteers.

- **Membership Committee.** Current Memberships as of January 6, 2021:

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Junior Memberships	3	1	1	0
Subscriber Members	7	4		
General Memberships				
• New subscriptions	10	15		
• Renewed subscriptions	13	21		
• Total General Members	23	36	44	51
Lifetime Memberships				
• New subscriptions	1	3	1	
• Previous period	22	20	20	19
• Deceased	0	1		
• Total Lifetime Memberships	23	22	20	19
Corporate Sponsors		2		
Kennel Sponsors		7		

Unfinished Business:

- **County/City Contracts.** Jim Raney noted that he has not yet received input from our corporate attorney. If he has not heard anything by the end of this week, he will inquire about status.

- **Board Organization and Committees for 2021.** Flite Freimann moved, Ethan Gerber seconded the motion, to approve the attached board organization for 2021 and the attached board committees for 2021 with reviews in March and June to evaluate need for changes. Motion passed unanimously.

New Business:

- **Election of Board Officers for 2021.** Flite Freimann moved, Ethan Gerber seconded the motion, to reelect the 2020 slate of officers for continuing service in 2021—Ethan Gerber, President; Leight Murray, Vice President; Mike Montgomery, Treasurer; and Jim Raney, Secretary. Motion passed unanimously.
- **Appointment of Additional Officers for 2021.** Jim Raney moved, Esther Salem seconded the motion, to reappoint Amy Rogers as Assistant Treasurer and Jim Raney as Information Technology Officer for continuing service in 2021. Motion passed unanimously.
- **Resolution Delegating Signature Authority for 2021.** Jim Raney moved, Esther Salem seconded the motion, to approve the attached Resolution Delegating Signature Authority for 2021. Motion passed unanimously.
- **Pickering Associates.** Flite Freimann moved, Jim Raney seconded the motion, to approve the attached Agreement with Pickering Associates for professional services on a time and materials basis with estimated cost up to \$5,000 to develop a New Facility Concept to support the New Building and Renovations Program. Motion passed unanimously.
- **Funding for Pickering Associates.** Ethan Gerber moved, Leight Murray seconded the motion, to request Marietta Community Foundation to pay the invoices from Pickering Associates out of the New Building and Renovations Fund. Motion passed unanimously.

Next Meeting – February 3, 2021 at 6:00 pm at Gold Star Park (tentative).

Respectfully submitted,
Jim Raney, Secretary