

Orange Coast Humane Society

Board Meeting Minutes

1600 Rhododendron Drive, Greentrees Conference Room

Wednesday, July 3, 2019 2:30pm

**Call To Order:** 2:30 pm

**Attendees:** Shauna Robbers, Jackie Parker, Sandy Davidson, Judy Roth, Sharon McLeod, Carla Van deVyver, Dr. Jacqueline Amato, Judy Thibault, Jan Barker, Mark Curran

**Approval of Minutes:** Tabled until next meeting.

**Election of Officers:** President – Shauna Robbers, Vice President – Jackie Parker , Treasurer – Sandy Davidson , Secretary – Jan Barker

**Discussion Regarding BOD Member Terms:** 1 Year Term – Carla Van deVyver, Sandy Davidson, Sharon McLeod. 2 Year Term – Judy Roth, Dr. Jacqueline Amato, Jackie Parker. 3 Year Term – Shauna Robbers, Judy Thibault, Jan Barker

**Discussion Regarding Date and Time of Monthly Meeting:** It was decided that the meeting will be held on the first Saturday of the month at 10:00am. Mark Curran will finalize the location. There was a discussion regarding the meeting being open to Members. Dr. Jacqueline Amato made a motion to allow Members to attend next meeting. Judy T seconded the motion. Motion passes unanimously. This will be a stepping stone to having the public attend.

**Discussion Regarding Estate Sale:** Shauna Robbers met with Donna McMillen about the estate sale. The set-up will begin on July 8 from 10:00am – 3:00pm and last the rest of the week. The sale will be July 12–14. Volunteers are needed for set-up and the sale.

**Treasurer's Report (Mark Curran):** Mark Curran reports that costs are getting under control and progress is being made. There is typically \$20–30K less revenue than

income per month. Last month was only a \$8K deficit, but with a \$15K donation. It was also reported that thrift store sales have increased and monthly costs have decreased.

**Thrift Store Update (Mark Curran):** Mark Curran reports that Phil resigned on June 19<sup>th</sup>. Lynn was hired on June 24<sup>th</sup>. Lynn is doing well and getting positive feedback the appearance of the store. He is hoping to see an increase in sales. Also, The use of the “Square” was implemented and all is going well. The “Square” is not being used at the Boutique at this time. A change has been made to the deposit process. Deposits are done every evening.

**Executive Director’s Report (Mark Curran):** Pam Baily began on June 9<sup>th</sup> as Operations Manager and is doing well. It is kitten season and there are currently 79 cats and kittens at the shelter. 16 cats are scheduled to go to Veneta for spay and neuter. The upstairs is closed due to an upper respiratory issues. Pre-adoption is working well. The new adoption policy is in place and PDF was emailed.

Hot water heater was replaced. Kitchen counter was replaced and re-plumbed. Washing machine needs to be repaired and is not under warranty.

There has only been one \$24K bid for the intake room (cats). Shauna Robbers requested the bid in writing. Mark Curran asked for approval for a \$30K spend on the project. Sharon McLeod made a motion to approve a \$30K spend. Sandy Davidson seconded the motion. Motion passed unanimously.

Mark Curran will work with the staff about forming an animal welfare committee. He will also look into providing training classes and one-on-one evaluations.

**Other Business:** Judy Roth provided an EBay report stating that \$400 was made last month. She will look into opening an EBay store. Sharon McLeod discussed “the “Bark for Life” even on July 20<sup>th</sup>. She wants to have a table with bumper sticker, wish lists, etc, Mark Curran will look into this.

**Meeting Adjourned:** 4:48pm

