

**Oregon Coast Humane Society
Board Meeting Minutes
April 13, 2022
Banner Bank Meeting Room**

Present: Shauna Robbers, Laurie Arms, Sandy Davidson, Mary Henry, Judy Thibault, Elizabeth Thompson.

Shauna **called the meeting to order** at 12:11. No Executive Session was called for.

Approval of Minutes – Mary distributed a draft prior to the meeting and received corrections. **Sandy moved approval as corrected; Judy seconded. Motion passed unanimously.**

Executive Director’s Report – Elizabeth reported as follows:

MARCH ANIMAL UPDATES:

Intake: March animal intake included:

- 15 community animals seen/scheduled in the clinic,
- 6 pets surrendered by owners;
- 2 adopted pets (fractious cats) were returned to the shelter
- 1 owned animal is in custody for a bite quarantine
- 27 strays
- 19 California dogs transferred in

Outcomes: March animal outcomes included:

- 33 adoptions (Including Butch, who’d been at OCHS for six years: his adopter also made a generous financial contribution. Also two senior cats: Bebe and Priscilla, ages 16 and 12)
- 11 pets returned to owners
- 2 transfers out (barn cats transferred to Sanctuary 101)

Elizabeth asked for the sense of the board regarding **whether pets should be adopted out prior to being spayed or neutered**. A prospective adopter came in with a note from their vet, indicating that the vet wanted to neuter an OCHS dog at a later date. While there are some studies indicating differences when large breed dogs are neutered later, there are still about 900,000 animals euthanized in US shelters each year. The sense of the board was that this was not an exception we are willing to make. We will however, consider a foster-to-adopt option in such a case, because the animal would then still legally be within OCHS ownership and control. Shauna suggested we develop a policy, and Judy suggested we develop a pamphlet explaining the policy.

Sandy reported that her groomer told her **OCHS foster** parents hadn’t received shot records, which are required for the groomer to accept our pets as clients. Laurie thought

we should have a written policy about what we supply for foster parents. Elizabeth agreed that foster parents should receive this paperwork. She is working with the team to develop standard operating procedures and will follow up.

Sandy also inquired about whether **OCHS vaccinates against kennel cough**, and Elizabeth advised that this has been done for the past six months.

Laurie asked whether there is any data regarding pets transmitting Omicron 2. Elizabeth has been following this topic and doesn't see cause for undue concern, but will follow up if new information warrants.

Shauna asked if there was any news about the lost dog, but Elizabeth hasn't received any reports or new information.

Judy noted that a cat adopted from OCHS was found with Barb Hall's help after the family lost the cat on the Hobbit Trail.

Events & Marketing Updates:

- Elizabeth sent out a **press release this week about Builders Club students** doing an Easter photo shoot for the animals last weekend. (Builders Club is an in-school program for middle schools sponsored by Kiwanis.) The kids were thrilled to see an article on p. 3 of today's *Siuslaw News*.
- An initial meeting of an **events planning group** will be held 4/14 at the Vintage House. Laurie proposed holding future board meetings at the Vintage House as well.
- The **Kennel Naming Event** is scheduled for noon to 3pm on 4/30, national Adopt A Shelter Pet Day. Fun activities are planned, including a bake sale and surprise awards presentation..
- The **Bottle Drop Give event** is happening right now, with a 20% match.
- The **We Foster Challenge through Maddie's Fund** starts 5/1. The Team is attending weekly Zoom huddles. We recently enrolled in a new technology platform, Doobert, to connect us with fosters, transfers and volunteers.
- **Board nomination letters** were sent to more than 200 (!) current members. We have received four nominations, and expect more to come in.
- We are involved in two **Siuslaw School Library projects**: Students can come read to an animal for National Library Month for a chance to win prizes, and certain classrooms are preparing marketing materials for our animals, both pictures and written descriptions. The librarian is at the shelter today doing a "virtual field trip" to show the kids animals they can help network.

Team Training

Abby has just earned a certificate for completing Fundamentals of Marketing through Maddie's Fund. Ida May just finished her program through Animal Behavior college and is now a Certified Cat Trainer. Sandy asked what a cat trainer does, and Elizabeth explained

that cats can benefit from enrichment programs and learn new behaviors through clicker training, pairing positive reinforcement with the sound of a clicker.

Elizabeth is enrolled in the National Humane Education Conference in two weeks. As part of her shelter management course, she is doing a project to track animals through the system at OCHS. This has helped her identify process improvements that she looks forward to implementing.

Shauna asked about employee response to the emphasis on training. Elizabeth reported a mixed response, but that for the most part, the staff enjoys learning new skills and improving their abilities to support the animals. The board reaffirmed our decision to reimburse staff for completion of job-related trainings that benefit OCHS.

Thrift Store

A new Easter Seals employee starts on Saturday. She will be available on Sundays, so we only need one more person to be open that day. We are hoping to start Sunday opening 5/1. Yard sales and outside events are being added to the calendar for the summer months. Renee and Elizabeth are also updating the price list for the thrift store and establishing shopping/pricing policies. The goals are to create policies that are above reproach, to maintain consistency across the organization and to increase positive public perception about our processes.

The board discussed how we can treat everyone fairly, while also honoring the commitment of volunteers. We already have “members’ days” with a discount at the store, and the board suggested evaluating a volunteer discount policy as well. The board also discussed how we might help more volunteers decide to become supporting members of the organization.

Judy inquired about our plans for **Rhododendron Days**. Elizabeth said we will be doing “Show & Shine” on 5/21, and would love to do a float. We are also doing an OCHS gift basket for a Rhody Days event.

President’s Report –

Shauna is moving ahead with planning for **board elections**. Nominations for five people have been received to date. Ballots will be mailed to more than 200 members.

Shauna discussed **ordering signs** promoting our eBay store to be hung in the shelter and Thrift Store, as well as signs for estate sales. Elizabeth noted that the Canva program is free to nonprofits, so we have a good way to create good-looking materials.

Shauna is meeting with **several prospective estate sales**. She is also meeting with new volunteers, and hopes to run two crews simultaneously. She inquired about how we could accept credit cards at the sales. At Elizabeth’s suggestion, Shauna will speak with Renee about how to implement this. Shauna reported excellent responses to her Facebook posts about estate sales, and would like to do something similar for the Thrift Store.

Vice President's Report – Judy reported that she and Laurie were planning to meet with Jenny regarding development of animal policies, but Pam is already working on those under Elizabeth's direction. The board discussed the differences between board-directed high-level policies and staff-created standard procedures to implement those high-level policies. The group discussed bringing back the Animal Welfare Committee; Laurie and Judy will work on this with Abby's support on the staff side.

The board noted that Three Rivers had awarded a \$25,000 grant to another humane society. We had applied in the past, without success. Elizabeth will plan to follow up and to apply next year.

Judy asked about whether we write acknowledgments to the family when obituaries direct memorial gifts be given to OCHS. Elizabeth advised that we thank donors and send acknowledgments to the family.

Elizabeth noted that OCHS won "Best Place to Volunteer."

Judy suggested contacting Grocery Outlet, because she had heard that damaged packages of pet food were being tossed out. Perhaps the store could donate to OCHS instead. Elizabeth believes that these items are already going to Food Share, but she will follow up.

Shauna remembered doing "stuff the truck" events to get donations of pet food. Elizabeth will plan to do this at the upcoming Kennel Dedication event.

Treasurer's Report – Sandy provided written financial reports, and has requested that Todd to close the 2021 books.

Secretary's Report – Mary is working with Elizabeth on finalizing copy for the spring appeal letter, which they plan to mail to donors and to adopters.

Laurie's Report – Laurie reported seven items sold last week on eBay. There is some concern about the percentage of sales that goes to eBay: we should be selective about choosing special items that would appeal to a broader geographic audience for eBay. Laurie expressed concern about the amount of time it is taking her to authenticate items for eBay, and Elizabeth volunteered to ask an expert friend to help. Shauna also suggested listing higher end items on Facebook buy/sell/trade groups, and offered to teach others how to post there.

The next meeting was set for May 11 at noon at the Vintage House.

The board went into Executive Session at 1:52, ending at 2:12, when the board meeting was adjourned.

Respectfully submitted,
Mary Henry
Secretary