

Oregon Coast Humane Society
Board Meeting Minutes
August 10, 2023
TR Hunter, 1749 Hwy 101

Present:

Mary Henry, President; Shauna Robbers, Vice President & Secretary; Cynthia Beck, Treasurer; Heidi White, Member; Lisa Mullins, Member; Jill Simpson, Member; Elizabeth Thompson, Executive Director; and Rick Yency, CPA.

Call to Order:

Meeting was called to order by Mary at 10:05 AM.

Check-In/Opening thoughts/Kudos:

Mary welcomed Rick Yency, our CPA and Jill Simpson, a proposed Board candidate. She also thanked Adrian for his brief service with the board. He will still participate with the Animal Welfare Committee. She also congratulated Elizabeth for receiving the Chamber of Commerce Aurora Borealis Award at the Siuslaw Awards Banquet.

Approval of Agenda:

No further additions.

Approval of Minutes:

Minutes were sent out in advance of the meeting and there were no further changes. Shauna moved to accept the minutes as written. Seconded and unanimously approved.

Secretarial Responsibilities:

The board discussed the need for and ways to recruit a secretary. Shauna said she could take minutes until such time as a board member was recruited who would be willing to take on such a task.

Finance – CPA's report:

Review of 2022 Tax Returns:

Rick Yency told us about himself and his 41-year history in Florence.

He explained that Form 990 will tell you much about an organization and must be made available to the public upon request. We publish ours on our website. Form 990 was sent out to the board prior to the board meeting. His opinion is that we have a strong organization and a strong financial position. He said it is a great management tool as well as a sales tool.

Pages 2 and 3 tell of the 990 are the main things we do as an organization. It was agreed that for next year's return we look at adjusting the verbiage on page 2 (4a, 4b and 4c).

Rick stated we are tax exempt because much of the financial support we receive comes from the general public in the form of gifts, grants and contributions. To keep a tax-exempt status, a minimum of one-third of the money raised by a tax-exempt organization must come in the form of gifts, grants and contributions.

Rick was asked why we showed a loss in 2022. He explained that the depreciation schedule reflects 60K in depreciation. Elizabeth stated she will update the depreciation schedule and get it to Rick and Wayne in time for next year's tax season.

Mary moved to establish a policy that requires every board member to have the opportunity to review state and federal income tax returns prior to their being filed. Motion was seconded and passed unanimously.

Form O will reflect that the board review Form 990 (Part VI, Line 11b). With this in play, we are governing our organization responsibly.

Financial report:

Cynthia met with Wayne on Monday and Wayne is getting up to speed with our QuickBooks and coding. Todd S is still aiding him when Wayne has questions. Cynthia says the Finance Committee will meet August 25. She will have a much fuller report by our next meeting. Cynthia rolled over another of our \$250K CDs into a one-year CD and it now earns 5-1/2%. We have a Treasury Bill which matures September 9 and she is inclined to roll it into a CD but needs to do the research just prior to maturity. She will send the board her research a week prior to our next meeting.

Break:

Left at 11:06 AM and back 11:17 AM

Introduction:

Jill Simpson was introduced. Her nomination form was sent out prior to the meeting. Jill spoke about how she became involved with rescue organizations and how she selected Florence as her home. The Board unanimously approved Jill's application to become an interim board member.

Executive Director Report

YEAR TO DATE ADOPTIONS: 427!

ANIMAL UPDATES: As of today we have 105 animals in our care.

JULY INTAKE: 67 clinic animals (microchip/vaccine and S/N clinic), 10 owner surrenders, 9 returned adoptions (4 cats, 5 dogs), 36 strays, 3 seized/custody hold (1 dog Jasmine, 2 RV cats), 10 transfers in (all Cali dogs - 2 danes, 2 frenchies, 6 small dogs)

OUTCOME: 52 adoptions (30 cats, 22 dogs), 67 clinic out (microchip/vaccine and S/N clinic), 18 return to owners, 1 died in care (young kitten failing to thrive), 2 euthanasia (one medical kitten, one surrendered puppy actively dying), 1 transfer out (dog found in Eugene recently adopted from Heartland Humane in Corvallis and returned to them).

EVENTS AND COMMUNITY UPDATES:

*\$200 coming from United Way of Lane County for our participation in the Emergency Planning seminar.

*Microchip/vaccine clinic happened on Saturday, August 5th. Next one will be planned for September. These are filling up without any marketing, press releases, ads, etc.

*The Siuslaw Awards were a lot of fun. Thank you to everyone who attended!

*Power of Florence on July 22nd brought in lots of donations, including a \$100 check.

*Dr. Schaad is here this week for our S/N clinic. Next one is September 20-22.

*Volunteer and Member Picnic was PAWSOME. Two Volunteers of the Year awards were given: Tina Ferkey and Beth Hatcher. Two more are still to be awarded for Thrift Store volunteers. Community donated TONS of prizes for our

volunteers that were given away through a raffle. Also received \$125 in donations, along with some cash put in the donation jar.

*Siuslaw News is hosting a cat again for the week. So far, two weeks and two adoptions!

*Ems game with shelter dogs happening on Saturday, August 19th.

*Golf tournament in Waldport to support shelter animals happening on Saturday, August 19th. We will take dogs and information to share. Last year a golfer donated \$500 so we are hoping for similar results this year, along with relationship building.

*Recent bequest of \$500 was recognized. Check should arrive soon. Also bequest from earlier this year of \$75,000 should be received soon.

*Disaster Preparedness Expo Nov. 4 at FEC - we will have a booth there.

*Peanut Butter appeal up to \$5,840. Next appeal letter is in the works. Stay tuned for the envelope stuffing PAWty!

*A generous donation allowed us to offer 21 kitten adoptions at \$25 off! We've had more than half of those donations used so far.

*ET actively searching for Modular Unit - Sandy is helping and will coordinate with City permit process

Elizabeth shared that a longtime supporter came in to adopt another kitty. She always adopts the neediest of kitties. When she saw the amount of kittens at the shelter she said she would give a \$500 donation so that we could offer "free" adoptions. Elizabeth explained to her that we don't encourage free adoptions as people may impulsively take home an additional animal without thinking through the lifetime commitment - vaccines and vet exams and dental cleanings regularly, etc. - which can go on for decades with the life expectancy of healthy cats going into their 20s. Our supporter donated \$500 and so far we have used it to provide \$25 discounted adoption fees for 21 kitties.

Planning/Culture of Learning:

Strategic Planning Committee (SPC) update: Lisa (chairperson) reported that the first meeting of the SPC is tomorrow, August 10 at her house at 2:30. Both Elizabeth and Mary will be in attendance.

Planning September Open Meeting: Our open quarterly meeting will be held September 14 at 11 AM if the library is available.

Fundraising & Marketing:

Community Outreach Committee (COC) update: Heidi (chairperson) reported that she is in the process of gathering her committee. Heidi feels she has the vision and enthusiasm, and Valerie can execute it. Mitzi, Nancy, Maire, Valerie, and Shauna are all on board.

Strengthening Communication With Our Supporters: We receive conflicting feedback from some of our members. Some state we are wasting money mailing them. Others say they didn't know they are members. We are in the process of our next appeal letter. We do want to get an actual newsletter out. Maire is one person working on it. Heidi mentioned having a digital newsletter. We use Constant Contact but haven't sent out a newsletter through it. Mary suggested sending out a survey to members on how they would most like to be contacted. For appeal letter stuffing, Heidi volunteered the TR Hunter office which all agreed was quite comfortable and had a much better work area.

Program:

Animal Welfare Committee (AWC) update: Cynthia stated that the next committee meeting is Monday, August 14. She attended an online dog aggression presentation by Kelley Bollen as it regards insurance about dog bites. See Dunbar levels below. Anything above level 3, Kelly Bollen states that the animal is unadoptable. We believe we will start seeing

more biting dogs as pandemic dogs who weren't socialized well during the pandemic are returned to shelters due to aggression issues. This will be a nationwide issue.

Dunbar Bite Scale 1. No skin contact by teeth; 2. Skin contact made, no punctures; 3. 1 to 4 shallow punctures from one bite and potential lacerations; 4. 1 to 4 deep punctures from one bite and lacerations and bruising; 5. A multiple bite incident consisting of 2 or more level 4 bites; 6. The victim did not survive or flesh is consumed by the dog.

Next Meeting: September 14th 11 AM Library open meeting

Respectfully submitted,

Shauna Robbers,
V.P. and Secretary