

Oregon Coast Humane Society
Board Meeting Minutes
April 11, 2024
Conference Room TR Hunter Real Estate

Present: Mary Henry, President; Shauna Robbers, Vice President (via Zoom); Maire Testa, Secretary; Cynthia Beck, Treasurer; Jill Simpson, Board Member; Elizabeth Thompson, Executive Director; Lisa Mullins and Joe Zarate, Board Members were excused.

Call to Order: Meeting was called to order by President Mary Henry at **10:01 a.m.**

Approval of Agenda: Agenda was accepted.

Approval of Minutes: A copy of the minutes of the regular meeting was sent out prior to this meeting. A typo was corrected. Motion to approve the minutes as corrected was made, seconded, and unanimously passed.

Treasurer's Report/Finance Committee - Cynthia Beck

Financials: Treasurer Cynthia Beck emailed the financial information for the board to review prior to the meeting. Shauna questioned the fundraising numbers. Cynthia explained that when she puts the budget numbers together, it is for this period, January, February, March, and we do not do a lot of fundraising at that time. To get a truer picture, Cynthia will add a column to the report showing corresponding numbers from the year before.

Cynthia reported that our revenue from endowment and estates is healthy, our investments are paying good dividends, and we are in a good position financially. Use of restricted funds was discussed. What happens to restricted funds is that it comes in as temporarily restricted money until such time as we expend for those categories. But rather than going through all the bookkeeping of a temporarily restricted fund, we demonstrate that we are using that much money.

Mary suggested that when the Board makes a policy on legacy gifts that percentage goes into our reserves so that a gift of a lifetime lasts more than one year. Shauna expressed her thanks to Cynthia for doing such a great job and being a blessing to the organization.

Audit Update: Cynthia checked with auditors Jones & Roth in Eugene who said they were not taking on any new non-profits and suggested she check with The Non-profit Association of Oregon. Elizabeth will check with them. Cynthia said she called Singer/Lewak who had done the SOS audit and was told they could start in May and the cost would be between \$25-28,000. Cynthia called Grimster but they never returned her call. She will also contact Capstone. Delaying the audit is not an option because the bylaws require that an audit be done every five years, and it is due. Conclusion is that we will check with the NAO, references, etc. and call a special meeting to authorize funds to have the audit completed in this year.

Emergency Fund: A motion for the OCHS Board authorize the Executive Director to utilize up to \$25,000 per occurrence for emergency repairs for our buildings, equipment or vehicles, with the requirement that any expenditure over \$5,000 be reported to the board within 48 hours via electronic mail or at a board meeting was made, seconded and unanimously carried.

Executive Director's Report - (copied and entered) Elizabeth Thompson

ANIMAL UPDATES: As of today, we have 57 animals in our care including 2 very pregnant cats! We're not KITTEN!

ADOPTIONS YTD: 144

LOST ANIMALS REUNITED WITH FAMILIES: 33

MARCH INTAKE: 23 owner surrenders, 3 returned adoptions (dogs), 4 protective holds (owners in hospital), 19 strays, 10 transfers in (dogs from a rescue in Newberg, OR and dogs from Saving Gizmo's Friends).

OUTCOME: 39 adoptions, 17 return to owners, 2 medical euthanasias (Boo Kitty and an injured community cat), 2 transfers out (special needs bulldogs sent to NW Bulldog Rescue).

EVENTS AND COMMUNITY UPDATES:

- Two grants were submitted in March. We requested \$15,000 for spay/neuter of community pets from the Three Rivers Foundation, and \$7,500 from Western Lane Community Foundation for our modular office unit installation project.
- All About Olives, Socks to a T, and Raining Cats & Dogs hosted an open house with OCHS pets and volunteers. The businesses donated \$795! We also connected with the Wine Divas at the event and are planning an event at the Thrift Store with them tentatively on October 23rd.
- Thrift Store is hosting an author on April 18th from 4:30-7:00 pm. Mac's Big Wish is a book about a rescue dog finding his purpose. The store will have drinks and snacks for visitors, and we'll take some shelter pets for the event also.
- FUUF brought a donation of over \$1300 to OCHS after having the shelter animals as their donation partner for two months. We are so grateful!
- Volunteer Celebration Event at the FEC through the Florence Area Community Coalition on April 17th from 1-3. We're hosting two tables and bringing volunteers from all parts of the organization.
- Ocean Grinds is hosting a fundraiser for OCHS on April 21st. A dollar from every drink sold will be donated to the shelter pets!
- Jill has started doing our Friday visits to KXCR. She's sharing educational information and taking in an adoptable pet each week. The feedback has been PAWSitive from her visits. Thank you, Jill!
- Greentrees estate just happened on the East side over Easter weekend. It raised over \$8,700 split between the homeowner and OCHS. The team is currently working on another property on the West side of Greentrees for a sale that will be held on May 31st and June 1st. For the first time we'll hold a presale for Greentrees residents the day before the sale opens to the public on May 30th.
- Vintage House is being prepped now for an incredible Craft Sale full of beads, yarn, fabric, and art. This is the contents of a home from a woman whose poodle was helped through OCHS. Big thanks to the volunteers working so hard who are crafters themselves and know how to price these items. We hope to get maximum value from the sale to support the animals.
- Dr. Jaime Thurk will be here on April 17-18 for a two-day Snippity Doo Dah event. We are scheduling community cats right MEOW.
- ET is close to hiring our first ever Executive Assistant. The first round of interviews was conducted, and second interviews are scheduled. Stay tuned!

Planning and Culture of Learning – Mary Henry for Lisa Mullins

The committee was unable to meet last month. It is moving into a more general planning phase and has identified some top line goals for the next year or so that focus is on more of the future of this organization. So, looking at things more broadly, the committee will come back with more information, and more detail once it meets again.

Open Board Meetings Schedule:

Cynthia suggested that we limit our open board meetings to three a year. Discussion followed and everyone agreed that our other activities, emails, and newsletters supplant the need for as many open board meetings. A motion to limit open board meetings to three per year, including the annual membership meeting was made, seconded, and unanimously carried.

Community Outreach Committee

The committee has not met but it is moving ahead with some of the details for the Wags and Whiskers Black Cat Ball on September 20th. Valerie has been working on the logo. A specific group will plan the gala, so it will not necessarily be the committee doing it; it will be Valerie as the Staff Point person, and then specific volunteers that are willing to go out and ask people to donate things for the auction, etc.

Public Information – Maire Testa

Maire reported that we will be starting on a new website soon. We will be collaborating with a local company, West Coast Media Group. He has designed websites for WLFA and Port of Siuslaw. It should take 3 months for it to become fully operational. Our current site will stay up until the new site is ready. The Annual Report is ready, just needs to be printed and mailed. They Style Guide is ready to be put into Canva.

Break at 11:03 a.m., called back to order at 11:15 a.m.

Animal Welfare Committee – Jill Simpson

We have a good group now. There are nine of us. The Snippety-Doo-Da is April 17th and 18th and we have already got as many females as the vet is feeling able to do. We are still taking in males. Pam is working on letters going out to volunteers that have filled out applications, waiting for an orientation. She is also sending to some past volunteers encouraging them to come to another one to get updated. We need to build the volunteer program across the board so that there will be a general orientation and then a more specific one depending on the type of volunteering (dogs, cats, thrift store, etc.)

The volunteer mentor program is moving ahead but waiting for the orientation. If volunteers will be relating with animals, the Fear Free training must be started within 30 days of beginning to volunteer. Jill is now doing the weekly KXCR 5-minute radio broadcast. Once a month they will give us 15 minutes so Jill can educate people. She will also be working on PSAs for OCHS.

Nominating Committee – Mary Henry

The Nominations Committee under the bylaws is the President, the Vice President, and one other member of the Board so Cynthia is joining us on committee. I've met with 2 candidates, and I have requested that the forms have gone to them. Interim appointees must submit an application as well. Nominations are returned May first, the Board meets May 9th, and the slate of candidates for members to vote on is finalized at next month's meeting. The ballots are mailed out either by May 23rd or the 30th, depending on when the meeting is as we are required under the bylaws to have the meeting notices of June 12th or 19th. The annual meeting will be either the 22nd or the 29th. And then Elizabeth has been exploring venues. Discussion of a date and venue for the Annual Meeting June 29th is not convenient since we are the Community Spotlight at the Emeralds' baseball game. Sunday, June 30th was suggested and have it at the Yurt. Decisions on when and where are yet to be made.

Board moved to Executive Session at 11:37 a.m.

Regular Session reconvened at 12:03 p.m.

Nominations Committee (continued)

The report of the nominating committee, which is comprised of Shauna Robbers, Mary Henry, and Cynthia Beck, is that we will forward nominations to the board. Nominations are due the first of May, and we will vote on a final slate at our next meeting, May 9th.

Reconsideration of Policy Regarding Sale of Fur and Feathers by OCHS:

Cynthia read aloud the two choices of policy for OCHS to adopt regarding the sale of fur, feathers, hides, ivory or taxidermy. They are as follows (copied and pasted)

"With the exception of food, wool, or leather goods like shoes or belts from farm animals such as cows, pigs, chickens and sheep, neither OCHS nor our representatives shall accept donations or resell on our behalf animal parts, including fur, feathers, hides, ivory or taxidermy. This policy governs all activities, including the Thrift Store, estate sales, online merchandising, and event auctions."

OR

"When accepting fur, feathers, or other animal parts, we shall not place the items on display in our store or at our estate sale. Instead, we shall consign them to a specialty dealer who will sell the items on our behalf."

Discussion ensued. Cynthia asked how often this issue crops up. Shauna said about once every six estate sales. The difficulty with estate sales is telling the estate owner that they must dispose of the items themselves. Jill reported that she canvassed other humane societies that have thrift stores, and they have the same issues and that some donate fur items to wildlife rescues for bedding. Shauna said that we contract with the estate owner that we will sell their items so donations would not be feasible. Further discussion ensued. The decision was made that we will continue to gather information, that we agree that in the interim we will not market any animal parts under our names, or locally, and that we will revisit adopting policy at the July meeting.

No further business was address.

The meeting was adjourned at 12:35 p.m.

Respectfully submitted,
Maire Testa, Secretary