

**Oregon Coast Humane Society**  
**Board Meeting Minutes**  
**October 16, 2024**  
**Banner Bank Conference Room**

**Present:** Mary Henry, President; Jill Simpson, Vice President; Deb Ripley, Secretary; Cynthia Beck, Treasurer; Shauna Robbers, Leslie Garretson, Jan Pizzaro, Joe Zarate, Mitzi Hathaway, Board Members; Elizabeth Thompson, Executive Director. Rick Mills, guest.

**Check-In/Opening thoughts/Kudos:** Meeting was called to order by President Mary Henry at 11:00am. Kudos to the team who put together Black Cat Ball from Shauna. It was incomparable! Cynthia recognizes the volunteers at the shelter who've put up a shade structure, fixed roof, and other larger projects.

Kudos to Western Lane Community Foundation on 50 years of service. They are able to distribute twice the funding of a much larger community.

Kudos to Deb and Elizabeth on getting gala thank you letters out.

Kudos to Jill on "Everything Dog" radio program.

**Approval of Agenda:** Motion to approve the agenda was made, seconded, and passed.

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

**Nominations Committee:**

Mentors of interim board members were assigned – Mary will act as Jan's mentor, Shauna will act as Mitzi's and Deb as Leslie's mentor.

The secretary keeps a roster of board members' name, address, email, phone, partner's name, board position and length of board term. Deb will update the existing roster.

Every board member needs to sign a confidentiality agreement. These were passed around the table for every member to sign and return to Mary.

**Treasurer's Report/Finance Committee - Cynthia Beck:**

No up-to-date financials, as it is early-ish in the month.

Treasurer Beck shared documents from the audit and finalized financial information. OCHS did quite well. Very few adjustments were made (most of those had to do with timing). It was pointed out that OCHS does not maintain inventory at Thrift Store. This year all fixtures and supplies will be inventoried with the intent that by the end of 2025 a full inventory of donations will be completed.

What is the cost of doing an audit next year? It would be 5% higher – over \$28,000. Cynthia will look around to see if she can find an auditor that is more cost effective. We have fulfilled our bylaw obligation of an audit every 5 years. Now we can move forward to try to do more.

Will audit be made public on website? Yes, documents will be posted on website in financial area.

The budgeting process starts with a meeting tomorrow. The committee will take the most recent 12 months of data, this year's budget, 2023 year end numbers and take a look at the Executive Director's goals and make sure those are funded. If committee chairs need to include money in their budget or there are activities committees want to undertake, let Treasurer Beck know.

**Executive Director Report (copied and entered) - Elizabeth Thompson:  
OCHS ED BOARD REPORT 10-16-24**

**CURRENT OCHS MEMBERS: 382 (110 families, 245 individuals, 27 lifetimes)**

There are 8 new members since our last board meeting.

ANIMAL UPDATES: As of today we have 118 animals in our care.

ADOPTIONS YTD: 450 LOST ANIMALS REUNITED WITH FAMILIES: 110

COMMUNITY ANIMALS SEEN AT OCHS CLINICS: 277

SEPTEMBER INTAKE: 18 owner surrenders (9 bottle baby puppies, 9 cats/kittens), 6 returned adoptions (2 dogs, 4 cats), 37 strays, 1 seized/protective custody, 6 transfers in (small Cali dogs), 18 clinic animals (spay/neuter).

OUTCOME: 55 adoptions, 15 return to owners, 1 euthanasia (dog surrendered after attacking a child in the home), 1 transfer out (Cookie to shar-pei rescue), 18 clinic animals, 1 died in care (neonatal kitten).

**EVENTS AND COMMUNITY UPDATES:**

\*Modular office has arrived! It will be installed within the next few weeks! We will plan an Open House once it is in place and furnished.

\*Lane County has expressed interest in selling or deeding us our current property as we look towards the future and expected growth. Our latest survey has been sent to them and negotiating a price to present to the county should start soon.

\*The Wags & Whiskers Gala was PAWSOME! We raised \$51k at the event and over \$26k before the event (sponsorships and ticket sales). Profit after expenses will be over \$50k!

\*We've hired a Thrift Store Assistant Manager and two full-time Animal Care Technicians. Stop by and welcome them to the OCHS family when you can!

\*Dr. Thurk from Bend came October 9-11 for spay/neuter clinic. 106 cats/kittens were spayed/neutered over those three days! Thanks to our volunteers and team for another successful event for community animals!

\*Wine Divas event at the Thrift Store happening on October 23rd from 4-6pm. They'll be gathering pet food for our community pet food bank.

\*Microchip & Vaccination Clinic scheduled with Dr. Steve Krome on November 2nd from 10am-2pm. Appointments are required.

\*OCHS Holiday Store opens on November 1st in the Vintage House next to our Thrift Store. The store is looking incredible already. Please contact Valerie or stop by the thrift store if you are able to help as a cashier or volunteer to restock the store.

\*ET met with Shorewood Senior Living last week about a collaboration calendar featuring senior folks with OCHS shelter/alumni animals. The calendar will have information about A Plan for My Pets and other relevant information for pet guardians in our community.

\*ET met with staff from Peace Harbor this week to discuss access to emergency veterinary care. A coalition is being formed to help people with their animals during their hospital stays so that they can focus on their own healing. ET is putting together information for Peace Harbor staff

to propose veterinarians to include and how we can work together with neighborhood groups and organizations to support each other when the need arises.

\*Thanks to the board members who attended the Western Lane Community Foundation's 50th anniversary celebration. ET was able to speak about the impact WLCF's grants and funds have had on our organization over the last 30 years, including the DePue fund that supports shelter animals every year through the WLCF's good stewardship of the estate.

\*ET is attending a seminar about Capital Campaigns in Eugene on November 13th. If you'd like to attend, check with ET for registration information. One of the speakers is from Greenhill Humane Society who recently completed a capital campaign and shelter remodel/addition.

\*Our next estate sale will be for an OCHS supporter and Lifetime Achievement Award winner. The preparation for the sale will start after the Holiday Store is done for the season. We will put out a call for volunteers at that time.

Lane County needs OCHS to provide a narrative from the surveyor and approximately \$600 in filing fees in order to begin a discussion about purchasing the land.

Dr. Thurk from wants to see if they can neuter 100 male cats on her next visit. During this month's spay/neuter clinic, Tina Ferkey and her daughter, Karli, were out trapping cats for 3 full days. At one point, Karli was bitten, went to the ER for antibiotics and got right back to trapping cats to be neutered. In all they got hold of 17 cats and during their "down time" were assisting in surgery recovery. Many thanks to them, and the entire Ferkey family, for all the service they do for OCHS (and the community as a whole).

OCHS has a non-profit slot at the gazebo for the Florence holiday tree lighting in December. OCHS can take the opportunity to collect pet food and have a Grinch, gnomes or elves to take pictures with people's pets. What do we think?

### **Planning/Culture of Learning:**

- Nonprofit Organization of Oregon Board Training (Jill & Cynthia)
  - The training was well-organized with Tim Rusk as excellent keynote speaker and two sessions. Session 1-- Effective board management. Talk about mission every meeting. Session 2-- was tools for board succession and transition. Systems dependent not people dependent.
  - Cynthia has documents from the training she can email people
  - Cynthia and Jill will present some of their learnings at the board retreat in January.
- Strategic Planning Committee (Mary)
  - Progress to date
  - Adoption of Top-line Goals 2024-2030 (attached)
    - Discussion:
      - Beck – Have we considered satellite site for a quiet area?
      - Concerns about implementing Plan for our Pets in a way that coincides with community's expectations. Mary explained we aren't a sanctuary or home, but when animals come in with a Plan for our Pets in place, OCHS gets all the history, medical, etc. about the animal which will hopefully OCHS to find the right home quickly.
      - The committee is also working on collecting requirements for facilities, size, utility needed with new building and calculating the cost per square foot. Very preliminary look at cost - \$5Mil for everything except land/property. Could we

build a shelter on the property we're on if Lane Co gave it to us? Would we want to?

- Joe mentions a property on Kingwood. Can we reconsider it? Has it been sold? Ask Tim, whose partner owns(ed) that property.
- If drawbacks of rebuilding on the current site outweigh benefits, what properties might be available in Florence for OCHS specific needs?
- Russ Pierson (at LCC) has been helpful in making connections for OCHS. He connected the committee to a person who works with future data on the county level and is interested in establishing a Veterinary Assistant program at LCC.
- Goals are stated broadly but supported by very specific ideas. Motion to accept Strategic Goals 2024-2030, Seconded. Discussion? Unanimously approved with no abstentions. Will be shared on website.
- January 2025 Board Retreat – Dates and topics
  - Custom of board to have full day retreat in January to gain education on being board member, look at higher level questions. In the past there has been either an outside facilitator or the board has done it ourselves.
  - Date? January 15, 2025
  - Time? 10 - 4
  - Where? Mitzi will talk to Best Western about using a room at their site
  - Food? Potluck TBD, BW could provide water and coffee for day
  - What do we want to cover? regular meeting will happen (financials, ED report, etc.), strategic planning/capital campaign, talk about mission and individual animals, fundraising, what do you want to get out of your board service, sharing of things learned at Nonprofit Organization of Oregon Board Training.

### **Fundraising and Marketing Committee:**

- Community Outreach Committee: Gala Results & Wrap-up (Deb, 10 minutes)
  - \$38,000 check from Baker Bros + \$13,000 from the night of the event to total \$53,000 profit.
  - Beck thought Gala was fabulous and we need to look at whether it took away from other areas of fundraising? Like with paddle raises – will those people now not donate in the annual campaign? ET says several of those folks hadn't donated before.
  - Jill – do we want to do it annually? Biannually? We need to meet with all the data and decide.
  - Mitzi mentions gala burnout and how all the galas in town are becoming the same. Other options to having a gala being discussed (Mary mentions awards ceremony, a family friendly event?)
  - Joe got commitment from Hyak to donate brand new computer to be donated to OCHS auction item for next gala-type event
  - Mitzi has some details about saving money next year. She mentions the auction company was so slow to check people in AND out, the live auction could use some bigger ticket items, like more trips.
  - Board President Henry asked Deb, head of this committee, to call a meeting with current members - Deb, Shauna, Leslie, Mitzi, Joe
- Board bios for website redesign (Mary)
  - Maire has been working hard on it. Deborah Larson will take remaining photos of board members. Text Mary (by Oct. 31) a short biographical paragraph about yourself for inclusion on website.
- Next newsletter – topics? (Mary)
  - Maire, Elizabeth and Mary are working on it. The theme is how community comes together. It will include letters from Elizabeth and Mary, tales from the Gala, a return envelope to donate

information about the “Everything Dog” radio show, modular arrival, individual animals, the new President’s Club.

- Presidents Club plans (Elizabeth & Mary)
- Wine Divas 10/23 at the Thrift Store 4 – 6 pm (Elizabeth)
  - Shauna and Mitzi tell about Wine Divas – pre-Covid was in people’s homes but now in businesses, too. It’s a chance to meet people outside your usual circles. Thrift Store will be open during event.

### **Program Committee: Animal Welfare Committee – Jill Simpson**

- Thank you to staff and volunteers for getting the shade structure up
- Pam asked committee to look into Breaking Down Barriers (to break down barriers to adoption to make them easier and smoother) program. The committee agreed with many of the ideas, but not with some of the specifics. All agreed they liked the idea of having conversations rather than many questions on an application, feeling it will lead to better communication with the adopter not feeling like they are on the hotseat, OCHS will get a better idea of their household and can figure out best animal to people fit. Pam is creating a new application to make it more adopter-friendly. Any changes made, staff needs to be fully trained on and feel confident having those conversations.
- Jill mentions Application as being a Matchmaking form

### **Closing thoughts:**

Jill – Can we hear from Rick? Rick Mills has been involved with OCHS for 10 years and is visiting in order to understand how this board works together.

Jan introduced herself – she and her husband were both teachers and principals in high schools. She loves horses and showed them for a long time, has two schipperkes at home and tries to play golf 4 days a week.

**Next meeting:** 3<sup>rd</sup> Wednesday, November 20 at 11am.

**The meeting was adjourned at 12:37pm**

Respectfully submitted,

Deb Ripley, Secretary

## STRATEGIC GOALS FOR OCHS 2024-2030

I. Build and operate an animal shelter for our community that will:

- a. Be a model of excellence in the care and sheltering of dogs and cats.
- b. Enhance the provision of veterinary care in the shelter and our community.
- c. Maintain healthy pet population levels in our service area.

II. Strengthen the organization to support building and operating of a model animal shelter by:

- a. Building the capacity of our organization to sustain growth.
- b. Deepening relationships with our community.
- c. Ensuring adequate resources for operating and capital expenses.
- d. Upholding financial responsibility in the use of our resources
- e. Being an employer of choice.