

**Oregon Coast Humane Society
Board of Directors Open Meeting Minutes
November 20, 2024, 10:30 am
Bromley Room, Siuslaw Public Library**

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

Check-In/Opening thoughts/Kudos:

Meeting was called to order by President Mary Henry at 10:30am.

Jill thanks radio station KXCR for their support of OCHS.

Shauna sends kudos to the elves who made Holiday Store the amazing space it is today.

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

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 unanimously.

Treasurer's Report/Finance Committee – Mary Henry for Cynthia Beck:

OCHS is finishing this year in a strong position. An ambitious budget was set for this year and that budget is being met. See financial reports attached at end of this document.

- Animal adoption rates are down.
- Under the bylaws, an audit must be completed every 5 years. An audit was completed this year. The results are published on the website. As previously stated, the auditors want OCHS to take an inventory of thrift shop.
- 2023 tax returns have been filed and published to the website.
- 2025 budget will be ready for board approval by end of year.

Executive Director Report (copied and entered) - Elizabeth Thompson:

CURRENT OCHS MEMBERS: 391 (113 families, 251 individuals, 27 lifetimes)

This is 9 new members since our last board meeting.

ANIMAL UPDATES: As of today we have 116 animals in our care.

ADOPTIONS YTD: 500 LOST ANIMALS REUNITED WITH FAMILIES: 121

COMMUNITY ANIMALS SEEN AT OCHS CLINICS: 330

OCTOBER INTAKE: 26 owner surrenders (3 dogs, 23 cats/kittens), 7 returned adoptions (6 dogs, 1 cat), 56 strays, 2 seized/protective custody, 3 transfers in (small Cali dogs), 92 clinic animals (spay/neuter clinic).

OUTCOME: 57 adoptions, 17 return to owners, 1 euthanasia (medical cat Hazel), 6 transferred out (cats/kittens to Bend Cat Cafe), 92 clinic animals, 2 died in care (1 kitten, 1 puppy).

EVENTS AND COMMUNITY UPDATES:

*10/23 Wine Divas at the Thrift Store was PAWSOME!

*11/1 Opening day of Paw-liday store raised \$3K!

*11/2 Microchip clinic saw 53 animals.

*11/11 OCHS joined the Veteran's Day parade with shelter dogs & volunteers!

*11/14 Inaugural President's Club Circle had 16 attendees. These are donors giving annual gifts of \$1000 or more.

UPCOMING EVENTS:

*11/23 Pics with Santa Paws & Pet Food Drive at Florence Shipping Solutions 10am-2pm

*12/6 Pics with Santa Paws & Pet Food Drive at Florence Mini Pet Mart 10am-2pm

*12/7 Vaccine & Microchip Clinic with Dr. Krome

*12/7 Festivities on Bay Street including pics with Elves from 2-3pm and the annual car parade

*12/12-12/14 Spay/Neuter Clinic with Dr. Thurk

CURRENT OCHS NEEDS:

*Modular needs: donated flooring, paint, and fire-proof file cabinet (3 or 5 drawer)

*Volunteers to paint the modular and/or install flooring

*Donor to provide a \$5k or higher match for our year-end fundraising letter (this encourages others to donate)

*Drivers for vet visits in Veneta, Eugene, and Springfield

*Your bottles and cans for our Bottle Drop account

*Receptionist volunteers on Friday, Saturday, and Sunday at the shelter

*Estate sale referrals - we have openings in our schedule at this time

*Thrift store volunteers on Fridays, Saturdays, Sundays, & Mondays

WHAT'S HAPPENING IN 2025

*Utilize new modular office unit as administrative flex space

*Complete engineer assessment of current property

*Negotiate with Lane County for purchase/deed of property

*Strengthen infrastructure with additional staff (Development Coordinator, Executive Assistant, Volunteer Coordinator)

*Improve safety & property values with updates that including additional cameras, fencing repairs, and Thrift Store/Vintage House updates

*Upgrade medical suite with additional equipment

*Recruit additional veterinarian(s)

*Increase community engagement through Plan for My Pets seminars, events, and education

Kenzie was adopted yesterday! Charlie Brown came to OCHS after person passed. He wasn't in great shape but made comfortable and was adopted. Home for a little over a year. He passed away last week. His adopter gave him a fantastic year. He's a great example of why to do Plan for my Pets.

Tux and Prince went to their new home together.

Gracie came in as a stray and was adopted after she was spayed. She's living in Redmond.

Planning/Culture of Learning:

- Strategic Planning Committee (Mary Henry)

Mary shared the 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.

Fundraising and Marketing Committee:

- Community Outreach Committee (Deb Ripley)
Had inaugural first meeting last week. Working on charter and calendar
- Public Information Sub-committee (Maire Testa)
 - Very close to launching newly designed website
 - Q: Are the committees and leads on website? Yes (?) and you can reach out to person who's name appears on agenda at ____@oregoncoasthumanesociety.org

Program Committee:

- Animal Welfare Committee (Jill Simpson)
 - Updated volunteer handbook so it's more volunteer-friendly.
 - Volunteer orientations ad hoc lead by Jill and a staff member, covering all aspects of OCHS.
 - Mentorship program. Looking for retention and want volunteers to have fun.
 - Gazebo raised in large dog yard
 - Doing Canine Good Citizen program, getting dogs through basic training to help make them more adoptable.
 - "Everything Dog" program and pet of the week on KCXR
 - Working on evacuation plan
 - Working on breaking down barriers (to adoption).

Public Comment/Q&A:

Mary asks what brings you here and do you have any wishes for this organization moving forward? Any comments?

- Two new-to-OCHS volunteers have overcommitted before with other organizations and are working on refining their commitments while looking to see where they can fit in at OCHS. They love seeing strategic goals as it is proof the organization plans to keep getting better. The strategic plan empowers staff and allows them to focus and not be distracted
- 1 person started volunteering with OCHS in Jan 2008. And attended the meeting with a vested interested (with money, time and energy) in seeing things moving forward. Q: There are so many strays. What's going on? A: Seeing an influx of homeless individuals/travelers with many dogs. Q: When someone surrenders an animal are they charged? A: Depends on the case. Comment: OCHS needs to educate and communicate with the community better what OCHS does/can do. Can there be something on website -- "If you find animal here's what to do." ?
- Q: What plans are there for money to help animals in the community? A: Budget is done to come to board for approval. Q: Can we promote spay/neuter, vaccine, microchip clinic as free? A: We'll look at it. Having been involved in free clinics, can say many people don't show up if it's free. Large portion of money is invested and growing.
- Q: Is there (can there be) some sort of volunteer clearing house - what are you interested in doing? Make matches based on that. A: Look at volunteer handbook. Come to orientation. Add detail to volunteer handbook to make it clear there are all kinds of volunteer opportunities with all kinds of time commitments.

Closing thoughts: Is there one thing you'll be doing in the coming month to help advance OCHS agenda?

- Jill is doing a volunteer orientation.
- Elizabeth is promoting Plan for my Pets.
- Deb is going to get Fiddle Faddle adopted.
- Mary is going to plan for January board retreat.

Next meeting: 3rd Wednesday, December 18, 2024 at 11am.

The meeting was adjourned at 11:45

Respectfully submitted,

Deb Ripley, Secretary

Statement of Financial Position
September 30, 2024.

Notes

ASSETS

Current Assets

Cash in Bank (checking & savings)	\$ 239,283.00
Cash on hand	\$ 500.00
LPL Investments (Funds)	\$ 171,096.00
Fidelity Investments (CDs)	\$ 1,393,343.00
PayPal donations account	\$ 1,130.00
Total Cash	\$ 1,805,352.00

Stock funds and cash
Laddered CDs FDIC insured

Other Current assets

Prepaid insurances	\$ 29,249.00
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liability & workmans comp

Fixed Assets

Shelter Assets	\$ 644,292.00
Thrift Store Assets	\$ 194,426.00
Vintage House Assets	\$ 213,436.00
Administrative Assets	\$ 7,015.00
Total Fixed Assets	\$ 1,059,169.00

Includes buildings
land and equipment
as applicable, less
accumulated depreciation

Total Assets

\$ 2,893,770.00

LIABILITIES AND EQUITY

Current Liabilities

Accounts payable	\$ 31,608.00
Payroll liabilities	\$ 36,198.00

Accrued wages and
payroll taxes payable

Long term liabilities	\$0.00
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Total liabilities	\$ 67,806.00
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Equity	\$ 2,825,964.00
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Total liabilities and Equity

\$ 2,893,770.00

Oregon Coast Humane Society
Budget/Actuals to September 30, 2024

		Budget to September 30 2024	Actual to September 30 2024	\$ Variance	% Variance	Notes	Actual to September 30, 2023
REVENUE	Endowment & Trust Distributions	124,325	184,116	59791	48%	Positive is GOOD	90,436
	Donations	120,525	155,895	35370	29%	Positive % means we brought in more than expected	90,259
	Fundraising	133,988	22,897	-32385	-24%		30,627
	Gala		78,706				
	Estate Sales	27,000	38,308	11308	42%	Bear in mind, figures are based on annualised income	23,369
	Grants	7,500	5,000	-2500	-33%		17,500
	Shelter Revenue						
	Animal Income	120,675	77,570	-43105	-36%	Some deficiencies are due to timing	131,151
	Sales & Services	42,375	24,400	-17975	-42%		34,656
	Net Thrift Store Revenue	197,155	202,417	5262	3%		198,677
TOTAL REVENUE	\$ 773,543	\$ 789,309	\$ 15,766	2%		\$ 616,675	
EXPENSE	Bank & Merchant Fees	8,081	7,881	-200	-2%	Negative is GOOD	7,044
	Legal & Professional	25,500	16,043	-9457	-37%	Negative % means we spent less than budgeted	18,083
	Audit	27,000	27,000				
	Administrative Payroll	69,399	44,881	-24518	-35%		44,397
	Administrative Expenses	4,359	3,273	-1086	-25%		3,346
	Business Taxes and Insurance	30,750	29,182	-1568	-5%		27,777
	Fundraising Payroll	62,936	37,668	-25268	-40%		19,849
	Other Fundraising	15,425	11,508	-3917	-25%		4,394
	Gala	10,000	20,917	10917	109%	Way over budget on gala But a big boost to income	
	Shelter Expenses			0			
	Vehicle	1,875	1,573	-302	-16%		2,825
	Adoption Support	7,650	2,691	-4959	-65%		5,470
	Animal Maintenance	18,300	11,555	-6745	-37%		16,152
	Animal Medical	150,375	107,611	-42764	-28%	reflects downturn in animal adoptions	134,251
	Maintenance	4,050	2,351	-1699	-42%		3,940
	Office	8,213	2,193	-6020	-73%		3,980
	Resale Merchandise	11,625	9,868	-1757	-15%		15,589
	Shelter Facility	36,675	41,677	5002	14%		34,756
	Shelter Payroll	309,889	286,604	-23285	-8%		295,473
TOTAL EXPENSES	\$ 802,102	\$ 664,476	-137626	-17%		\$ 637,326	
TOTAL NET REVENUE	\$ (28,559)	\$ 124,833	\$ 153,392			\$ (20,651)	
Thrift store Detail							
REVENUE	Sales	247,500	250,821	3321	2%		231,406
EXPENSE	General/supplies	6,863	4,914	-1392	-20%		4,441
	Payroll	38,683	39,457	-2824	-7%		22,796
	Facility	4,800	4,033	663	14%		5,492
	SUBTOTAL STORE EXPENSES	50,346	48,404	-3553	-7%		32,729
NET STORE REVENUE	\$ 197,154	\$ 202,417	\$ 5,263	3%		\$ 198,677	
			Investment Income: Fidelity (realized)		\$	47,810.00	
			Investment gains LPL (unrealized)		\$	23,226.00	
			Bank Interest		\$	318.00	