

**Minutes of the Franklin County Humane Society Board
November 27, 2017**

Board Members present: Sam Marcus, Leslie Driskell, Laura Morrison, Jaime Rice, John Hibbard, Keeuna King, Ray Smith, Fred Deaton, Matt Freire

Board Members absent: Ashley Freire, Rodney Williams

Officers present: Cheryl Broyles

Staff present: Kerry Lowary

Committee Chairs present: none

Volunteers/Guests: none

New Business

- A motion to amend the contract with Cornerstone Animal Care to a monthly fee of \$3200.00 with other terms and conditions remaining the same and effective January 1, 2018, was made by Sam Marcus, seconded by Ray Smith, approved unanimously. Payment terms and extension of contract language may be added.

Old Business

- Kerry reported that Jonathan Parker, IT with the Sewer Department, recommended the Netgear Arlo Pro 2 security system, which has been ordered. Approximate total cost \$1100. Jonathan will install at no charge. The equipment will be added as a capital asset. A new dual-control safe has been installed (bolted to the floor) by Bill Klier. FPB replaced street lights with LED lighting.
- A motion to formalize the email agreement among the board to amend the financial policy and procedure from 'Receipts must be deposited to the FCHS account within two (2) business days. Cash over \$500 must be deposited the day of receipt.' to 'Receipts must be deposited to the FCHS account daily.' was made by Sam Marcus and seconded by Matt Freire. An amended motion to add language regarding varying times and patterns of deposit made by Jaime Rice failed for lack of a second. The original motion passed unanimously.
- Mark Pardi's last day as City ACO is November 30th. The city has advertised the position, and considering hiring 2 part-time ACOs, which would provide 10 more hours per week coverage than currently.
- Sam provided an update on Ginny Wilson's status in the Eagle Rare Life Award voting. Ginny remains in 5th place in her Leadership category and top 30 overall. Margins are close, however, and members are urged to vote daily through December 5th when this phase of competition ends. Sam also asked members to support Tom Hampton, representing the Grand Theatre in the Survival category.

- Repairs at NLOL were discussed. A two-part motion was made by Sam Marcus and seconded by John Hibbard. 1) To offer \$500.00 from the FCHS toward the \$783.02 bid from Allison Glass for window repairs and a front door security panel, with the Kents as landlord paying the \$283.02 difference and 2) to notify the Kents the FCHS would contract Mack Services to complete the ductwork as their bid offered for \$2250 and deduct the amount from future rent unless the Kents had the work otherwise completed within 30 days or by December 31, 2017. The motion was approved unanimously.

A motion to enter Executive Session was made by Fred Deaton at 6:35 PM.
Exited Executive Session at 7:25 PM.

- A motion to name Kerry Lowary as Interim Shelter Manager with a corresponding salary increase from \$26,000 to \$32,000 annualized was made by Sam Marcus, seconded by Fred Deaton and approved unanimously.
- A motion to pay Nancy Benton \$1500.00 for relocation expenses was made by Jaime Rice, seconded by Leslie Driskell and approved unanimously.
- A motion to approve Christmas bonuses* for the FCHS staff was made by Sam Marcus, seconded by Keeuna King and approved unanimously.

Adjourned 7:30 PM

[*We approved \$100 for full-time and \$50 for part-time. Kerry asked if we could revisit this at the Dec meeting and would like it to be the same for both, or closer to the same for both. I thought it might be best to omit the amounts for now. It will still be factually correct that we approved the bonuses.]