

**Minutes of the Franklin County Humane Society Board
January 24, 2019**

Board Members present: Sam Marcus, Leslie Driskell, Ray Smith, Jaime Rice, Fred Deaton, Rodney Williams, Keeuna King, Matt Freire

Board Members absent: Ashley Freire, John Hibbard

Officers present: Becky Wells

Officers absent: Cheryl Broyles

Staff present: Kerry Lowary, Terri Sorrell

Committee Chairs present: Gae Broadwater

Volunteers/Guests: Bill Klier, Terry Parker, Sharon Parrish

President's Report (Sam Marcus):

- Shared a moment of silence in memory of Laura Morrison.
- A motion to approve December minutes was made by Leslie Driskell, seconded by Jaime Rice, approved unanimously.
- Usage of the Toyota Grant was approved via email vote. The grant covers supplies, vet & vet tech for Spay Days. The fees paid for Spay Days will cover the \$2,750 purchase of an anesthesia machine.
- Carpenter Farm site visit – attendees were Terry Parker, Jaime Rice, Matt Freire, Kerry Lowary, Sam Marcus, Rodney Williams, Christopher Fuller (KNB), John Carmen (KNB), Eric Cockley (City), Keith Parker (City). Found to be a viable site. KNB submitted a proposal to compare expenses between the new site vs original site and to do a site diagram of the new shelter there. A motion to approve the \$2500 proposal was made by Rodney Williams, seconded by Matt Freire, approved unanimously.
- Board responsibility discussion. Suggestions included adopting a fundraising policy which would be a function of the Finance Committee, verifying the investment policy is current, establishing a marketing plan, identify how/where NLOL fits into the fundraising plan, creating event “scaffolding”, to establish a point of contact with regard to fundraising, setting fundraiser guidelines and bringing back the Event calendar.

Shelter Manager Report (Kerry Lowary):

- Shelter manager and ASM reports attached as part of record.
- Kerry proposed a plan to increase income by selling flea and heartworm preventatives as supplier gives shelter large price break when bought in bulk. A motion to approve a retail sales program for flea, tick and heartworm preventatives with initial investment of a 3-month supply (one case for each sized animal), an investment total of \$3,058.28 was made by Fred Deaton, seconded by Ray Smith, approved unanimously.
- No flooding since drainage issues were addressed. The sewer line is intact, however, gravel had come in from an unknown source. A huge thank you to the Sewer Dept. for clearing the gravel from the lines.
- The new guillotine doors have been installed and have made a huge difference. With the old doors, the temperature in winter in the kennels was below freezing, however, on the first night the doors were installed, the kennels stayed at 65 degrees. A huge thank you to Franklin County Regional Jail staff and inmates, Shaun Cunigan (staff) and Bill Klier for installing these doors.
- We received a \$1500 donation from Sandra Deaton's In Memoriam envelopes that were made available at the funeral home. A motion to print 1,000 in Memoriam envelopes pre-addressed to the shelter to be made available at local funeral homes was made by Leslie Driskell, seconded by Fred Deaton, approved unanimously.
- Gae, Bill, Kerry (who is comped through a grant) and Christina will be attending the HSUS Expo in New Orleans in April. Approximately costs: \$400/person airfare, \$275/person conference registration, \$50/person all day lab, \$1,000 hotel up to 4 people, \$600 food – total cost approximately \$4,000. This will be charged under staff training.

Volunteer Coordinator Report (Jean Unglaub):

- Report attached as part of record.

Treasurer's Report (Sam Marcus proxy for Cheryl Broyles):

- A motion to approve the 990 was made by Rodney Williams, seconded by Leslie Driskell, approved unanimously. Discussion on Agreed Upon Procedures findings. Cheryl Broyles to address exceptions in written report at February Board meeting.

Committee Reports

Fundraising (Sam Marcus)

- 2019 Celebrity Waiter Dinner schedule provided

Cat Portables (vacant)

Dog Portables (vacant)

Nominations (Fred Deaton)

- Vacancies and terms expirations will be addressed

Membership (Betsy Kennedy)

- Report attached as part of record.
- 543 members. (last month 540).

Public Relations (Fred Deaton)

Rescues (Jeanine Sloan)

- Included in ASM report

TNR (Gae Broadwater)

- Report attached as part of record.

Thrift Store (Terri Sorrell)

- Report attached as part of record.

Old Business - None

New Business – None

Adjourned