

**Minutes of the Franklin County Humane Society Board
January 25, 2018**

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

Board Members absent: Laura Morrison

Officers present: Becky Wells, Cheryl Broyles

Staff present: Kerry Lowary, Jean Unglaub, Teresa Masters

Committee Chairs present:

Volunteers/Guests: Eileen Hogan, Sharon Parrish, Nancy Wilson, Bill Klier, Joe Johnson, Holly and Brian Houillion

President's Report (Sam Marcus):

- Design Committee - New Shelter Schematic Design Presentation
 - Kerry presented report on shelter design recommendations (attached as part of record)
 - 25 project brochures were produced by K N Berry for \$750, \$715 less than the lowest other quote. KNB will become a Best In Show sponsor with their table purchase for the CWD.
 - Special thanks to Ginny Wilson who drafted the design committee report.
 - A huge thank you to the Shelter Design Committee members Ginny Wilson, Nancy Benton, Kerry Lowary, Teresa Masters, Bronwyn Miller, Sam Marcus, and Terry Parker, whose professional experience in architecture/engineering was instrumental in completing the RPF and the bidding and interview process.
 - Sam introduced Joe Johnson, a consultant with 20 years of experience helping non-profits. Joe summarized his personal background and professional experience; he has generously offered his services pro-bono to help develop a strategy for the capital campaign.
 - His first strategic planning meeting to include the Board, Capital Campaign Committee and Shelter Design Committee will be held Sunday, February 18 from 1-4 PM. Location TBD. It will consist of strategizing, roles and responsibilities and Q & A.
- A motion to approve December's meeting minutes with revisions to portions of Kerry's report was made by Fred Deaton, seconded by Ray Smith, approved unanimously.
- A motion to approve the January 11 special meeting was made by Ray Smith, seconded by Fred Deaton, approved unanimously.
- Audit results – Charles T. Mitchell reported a clean audit and noted the society's administrative costs are low relative to the programs and services offered. They also completed our 990 tax return. A motion to approve the audit and 990 return was made by Fred Deaton, seconded by Matt Freire, approved unanimously.
- Charles T. Mitchell is increasing their monthly fee from \$550 to \$600. Cheryl noted they do a great deal of work for us, are thorough and easy to work with. A motion to accept this increase was made by John Hibbard, seconded by Keeuna King, approved unanimously.

Interim Shelter Manager Report (Kerry Lowary):

- ASM report attached as part of record. Kerry noted that Pets for Life are included in inventory.
- Kerry is setting goals for staff to get the live release rate to 90%.
- Cat inventory is down significantly, having taken in 200 fewer cats than this time last year.
- A vet tech will be hired for the next six Fridays to help with TNR and Spay Days. There are three candidates.
- The increase to Animal Control coverage hours is working well. There have been issues with dispatch, however, Kerry spoke to Capt. Ellis who will address issues with staff.
- In the last 10 days of December, Woodford Humane Society pulled 50 animals (39 dogs, 11 cats). Our intake was 79 dogs in December
- The Sheriff's Dept. wants to make Frankfort's Most Adoptable a monthly event.
- Kerry reported that the staff photo had been arranged for an ad in the State Journal.

Volunteer Coordinator Report (Jean Unglaub):

- Report attached as part of record.

Treasurer's Report (Cheryl Broyles):

- A motion to approve the November 2017 report was made by John Hibbard, seconded by Fred Deaton, approved unanimously.

Committee Reports

- **TNR (Gae Broadwater)**
 - Report attached as part of record.
- **Rescues (Jeanine Sloan)**
 - Included in ASM report
- **Membership (Betsy Kennedy)**
 - 499 members
- **Thrift Store (Laura Bryant, Manager)**
 - Report attached as part of record.
 - Sharon Parrish (NLOL volunteer) said the store needs Friday and Saturday openers (8-10 AM) and closers (4-6 PM).
- **Fundraising (Sam Marcus)**
 - Celebrity Waiters' Dinner and Silent Auction to be held April 21, 2018 at the Frankfort Country Club. Bill May's band will be playing again. Tickets are \$55 each, \$400/8-top table, \$500/10-top table. Price goes up to \$65 each after April 1.
- **Cat Portables (vacant)**
 - No report
- **Dog Portables (Christy Mobley)**
 - No report
- **Public Relations (Fred Deaton)**
 - No report

Old Business

- NLOL Manager's annual evaluation - Keeuna to email Laura self-evaluation form and contact store volunteers for input on job performance. Evaluation to be scheduled with Laura, Keeuna, Ashley and Jaime and results to be provided to the Board.

New Business

- None

Adjourned 7:14 PM/Entered Executive Session 7:15 pm

A motion to offer the permanent position of Shelter Manager to Kerry Lowary at a salary to be negotiated by the Board President, with a 6-month probationary period and contingent upon a background investigation yielding no significant issues was made by Ray Smith, seconded by John Hibbard. The motion passed 8-2.

Exited executive session at 7:50 PM