

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

**Board Members present:** Sam Marcus, Ray Smith, Fred Deaton, Jaime Rice, Leslie Driskell, Rodney Williams, Matt Freire, Ashley Freire, County Rep, vacant

**Board Members absent:** John Hibbard, Laura Morrison

**Officers present:** Cheryl Broyles

**Staff present:** Nancy Benton, Jean Unglaub, Kerry Lowary

**Committee Chairs present:**

**Guests:** none

Meeting opened with condolences for Ray Smith and the loss of his mother, Jean Smith, and Theresa Bennett, and the loss of her mother, Anna Rowland.

**President's Report (Sam Marcus):**

- A motion to approve March meeting minutes was made by Jaime Rice, seconded by Fred Deaton and approved unanimously.
- The CWD was a success with approximately \$41,000 total revenue and \$28,000 estimated net proceeds. Betsy Kennedy was especially commended for the silent auction items.
- A motion to allocate \$1000 each from the proceeds to TNR and the new building fund was made by Rodney Williams, seconded by Ray Smith and approved unanimously. \$485 in proceeds from the dog house will also be restricted for the new building fund.
- The new shelter design committee met April 25<sup>th</sup> with the new shelter consultants – KN Berry (Christopher Fuller) and Design Learned (Scott Learned). An initial 14,000 sq. ft. floor plan was presented. The committee added valuable input, especially by Kerry Lowary, and changes will be made to reflect the suggestions. Preliminary geotechnical data indicated a preferred building location and infrastructure costs appear to be as anticipated.
- A Community Feedback Forum on the new shelter is scheduled for Wednesday, May 17<sup>th</sup> from 6-8pm at the United Bank Community Room.
- Composition of the Capital Committee and FCHS Finance Committee was discussed. The Capital Committee will meet May 10<sup>th</sup> and members are Sam Marcus, Becky Wells, John Hibbard, Jaime Rice, Leslie Driskell, Rodney Williams, Ashley and Matt Freire, and Cheryl Broyles. The Finance committee will meet before the June board meeting to set a budget for F/Y 2018. Committee members are John Hibbard, Sam Marcus, Cheryl Broyles, Ray Smith, Jaime Rice and Matt Freire.
- The May board meeting has been moved from May 25<sup>th</sup> to May 18<sup>th</sup> at the same as usual time and location.
- The Annual Membership meeting was set for Sunday, June 25<sup>th</sup> from 1-3pm at the Franklin Co. Extension Office.
- The Michelson Found Animals Foundation's Saving Pets Challenge begins on 5/2 and ends 6/1.
- The Community Trust Bank checks for \$2000.00 to the new building fund and \$500.00 toward sponsorship of the inaugural Trail Run are ready and Robert Brewer from CTB will contact Nancy to schedule a presentation.
- The Frankfort Piano Quartet has chosen the FCHS as recipient of the proceeds from their benefit concert, which will be held June 25<sup>th</sup>, details TBA.

**Shelter Managers report (Nancy Benton):**

- ASM report attached as part of record.
- Customer Service Training through BCTC Workforce Solutions was held Wednesday 4/26. Thanks to Whitaker Bank for sponsoring lunch. The 3-hour session was interactive with feedback and participation. Staff maintained focus. Sections presented were Communication and Customer Service. Recommendation would have been to reverse the order, so more time could have been devoted to Customer Service.

- Nancy and Cheryl Douthitt met 4/27 with the manager of Kroger East and 9 associate managers to discuss a community partnership with Kroger. An adoption day will be held there May 13<sup>th</sup>. Kroger will also post a Pet Board with a Pet of the Week. A store team of volunteers would like to do a shelter project and hold a food drive. Imperfect food bags will be donated to the shelter. Kroger would also like to designate something specifically for the new shelter.
- Petsmart Charities is coming to the shelter for a site visit 4/28.
- United Way Day of Caring May 18<sup>th</sup> will have volunteers painting the lobby and office area at the shelter.
- Duplicator Sales and Service delivered a new multi-purpose copier 4/27. It is a donation under the current maintenance program.
- Nancy and Kerry are attending Animal Expo in Florida May 9-12 and will meet with Scott Learned and manufacturers of shelter equipment.
- The shelter is experiencing a dog tick problem. Burrell Pest control submitted a quote of \$100/mo. For a six-month period to address the problem. Nancy will get at least one other competitive bid. Options for clearing brush will also be explored.

**Volunteer Coordinator Report (Jean Unglaub):**

- Detailed report attached as part of record.

**Treasurer's Report (Cheryl Broyles):**

- A motion to approve February financials was made by Fred Deaton, seconded by Rodney Williams and approved unanimously. Cheryl has purchased QuickBooks. Sam was pleased to announce that Cheryl has agreed to remain Treasurer.

**Committee Reports**

- **Fundraising (other)**
  - Trail Run report attached as part of record
- **Dog portables (Christy Burton)**
- **Cat portables (Jill Williams)**
  - Detailed report attached as part of record.
- **TNR (Gae Broadwater):**
  - Detailed report attached as part of record.
- **Membership (Betsy Kennedy) :**
  - Report attached as part of record. Membership mailer prep Saturday, June 10<sup>th</sup> will need volunteers. Notice will be sent.
- **Rescues (Jeanine Sloan):**
  - See ASM report.
- **Thrift Store (Laura Bryant)**
  - From 3-31-17 to 4-22-2017 \$9,160.71 in sales, \$298.32 in NBF donations.
- **Public Relations (Fred Deaton)**
  - Media support for CWD was excellent. Cable 10 weekly program with Kevin Welch continues. Contact Fred for any PSA's needed

**Old Business**

**New Business**

Adjourn

**Shelter Population as of 4/1/2017**

<b>Cats</b>	41	<b>Dogs</b>	42	<b>Other</b>	0	<b>Total</b>	83
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**Animals In**

	Apr-17	YTD	Apr-17	YTD	Apr-17	YTD	Apr-17	YTD
Animals Brought In By:								
City Animal Control Officer	1	137	9	110	0	0	10	247
County Animal Control Officer	2	35	11	102	0	0	13	137
Citizens	58	610	35	366	0	0	93	976
Animals Returned from Adoption	5	46	17	74	0	0	22	120
<b>Total Animals In</b>	66	828	72	652	0	0	138	1480

**Animals Out**

A Adopted	26	539	14	229	0	0	40	768
B Net New Fosters	0	2	0	1	0	0	0	3
C Reclaimed by Owner	1	14	27	148	0	0	28	162
D Transferred to Rescue	0	88	22	229	0	0	22	317
Escaped	0	1	0	1	0	0	0	2
Stolen**	0	1	0	1	0	0	0	2
<b>Total</b>	27	645	63	609	0	0	90	1254

**Animals Died**

Died In Shelter or Foster	1	13	0	1	0	0	1	14
Dead on Arrival	1	11	1	5	0	0	2	16
Euthanized - Medical	5	141	1	20	0	0	6	161
Euthanized - Behavioral/Feral	0	91	1	12	0	0	1	103
<b>Total</b>	7	256	3	38	0	0	10	294

**Shelter Population as of 4/30/2017**

Cats	73	Dogs	48	Other	0	Total	121
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<b>Live Release Rate for the period*</b>	84%	74%	97%	95%	100% #####	93%	83%
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\* Calculated according to the Asilomar Accords  
 $[(A+B+C+D)/(A+B+C+D+E+F)]*100$

	73	48	0	48	0	121
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## Becky Wells

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**From:** LONE ARROW FARM <lonearrow@bellsouth.net>  
**Sent:** Wednesday, April 26, 2017 9:14 AM  
**To:** Sam Marcus  
**Cc:** Becky Wells  
**Subject:** April 2017 Cat Portable Report

Saturday April 1 at vendors event (Cap. Plaza Hotel) - Angie and volunteers No adoptions

Sunday, April 2 at Petco - Jean and volunteers No adoptions

Saturday, April 15 - Kitten Shower at Feeders Supply - Jill and Kerry

1 adoption and collected a kart full of supplies and some cash Feeders Supply staff were very supportive during this event and even put items from the wish list at the register to encourage customers to donate.

Scheduled

Sunday, May 7 at Petco - Rebecca and volunteers

Jean E. Unglaub  
FCHS Volunteer Coordinator  
Report to the Board, April 27, 2017

**Started the Volunteer Program Assessment (VPA) UNCC / HSUS Program**

Completed the Phone Interview Process and the Letter of Commitment.  
Received the Screener Survey and Compiling the In-Depth Profile for Submission.

**Screener Survey (Due May 2 to VPA Consulting Team) includes the following:**

**Volunteer Coordinator Information:**

Length of Time in Position, Experience, Training

**Organization Information:**

Mission Statement, Number of Employees, Number of Volunteers

**Volunteer Program Information:**

Mission of Program

Average Number of Volunteers and Hours Donated Each Month

Average Volunteer Tenure, Service Roles, Percentage of "Active Volunteers"

Composition of Volunteer Program, based on:

Gender / Age / Education / Employment Status / Court-Ordered Com. Service

**Timeline for VPA Process:**

May 3 - 17 Data Collection / Collect Volunteer Survey Responses

Emailed to all Active Volunteers (20% Projected Response Rate)

I only have about 5% General Email Response, so I may also do a  
Phone Contact / Allowed as a Strategy for Low-Email Response.

May 17 - 19 Generate Results Report

May 22 - 24 Results Report and Consultation

**Working with a new Volunteer, Marcie Christensen, to reformat the FCHS website to make it more user-friendly. An example of her work is:**

[www.friendskylibraries.org](http://www.friendskylibraries.org) Changes being made to the website include:

Resizing the sponsor logos and improving position

Adding blocks to the header: Adopt / Foster / Join / Donate / Volunteer

Moving the menu from below the header image to a left-side column

Adding Board Minutes and status of the new shelter.

**Volunteers made the following recent events a resounding success:**

2nd-Annual Bark for Life

Spring Gala at the Capital Plaza Hotel

Lakeview Park Easter Egg Roll

Portable Dog and Cat Adoptions at PetCo & Feeders Supply

Cable 10 Filming at the shelter

*I will be requesting (unpaid) vacation leave July 24 - August 4 for travel.*

## Becky Wells

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**From:** Betsy Kennedy <yarnaddiction62@gmail.com>  
**Sent:** Wednesday, April 26, 2017 8:30 PM  
**To:** Sam Marcus; Becky Wells  
**Subject:** Membership Report

We have 457 members as I am about to move January and February to Former Member Status. They've been notified and reminded.

We have 2 who expired at the end of March, and they get all of April to renew. We have 2 expiring at the end of April, and they get all of May to renew. We have 2 expiring at the end of May . . . so I'm not really notifying anybody right now because we'll soon be doing the membership mailing.

Speaking of which . . . if we're thinking about June 25 for the annual meeting, we need to decide when we want to do the membership mailing.

- I want to do the stuffing at the Woolery or Folkbike if possible. It allows us to accommodate more of a crew.

- If the Democratic Party is still using the Woolery, maybe we can use their tables, and I'll get replacement tablecloths. It would be easier than bringing my tables down:)

- We need to order letterhead, bulk imprint envelopes, return envelopes, and membership brochures, all with updated sponsor logos. I don't have much of any stockpile of envelopes left after the December membership mailing. We'll need more letterhead, of course, than anything else so that those of us who commonly send letters can have a stash. I'll try to think to check with Nancy to see if we need plain envelopes.

- And so I would want to go down to the Post Office at least a week before we intend to deliver the mailing to them to get everything approved, find out how much postage we need, and get a check delivered for the postage and the return service accounts. Plus, we can pick up trays at that time.

And I think that's it.

"Do the best you can until you know better. Then when you know better, do better." Maya Angelou

"Everyone you meet is fighting a battle you know nothing about. Be kind. Always" Author Unknown

**Franklin County Humane Society (FCHS)**

*Trap-Neuter-Return (TNR) Monthly Report*

April 28, 2017

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**Spay/Neuter (S/N) Activities**

This report covers the second Frankfort clinic and Lexington Humane activity for TNR. Detailed street addresses are not available at the time of preparation of this report.

County cats – 26 (10 F; 16 M)	City cats – 19 (12 F; 7 M)
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**Next TNR Dates – Scheduled in Franklin County**

- June 2
- July 7
- August 11 (tentative)
- September 22

**City of Frankfort**

A semi-annual report (written) was submitted to the City Commission and Mayor for their April 10 working session. In preparing this report, it became apparent that TNR has spayed/neutered more than 1,800 cats in Franklin County since the beginning of this program in December 2012.

**Fundraising**

Two anonymous donors offered \$500 each for this year's March Madness for TNR Cats. Donations exceeded the \$1,000 match, which allowed TNR to raise more than \$2,000.

Respectfully submitted,

Gae Broadwater, TNR Committee Chair



### Apr 13, 2017 Trail Run Committee Meeting Summary

Present: Taylor Carter, Leslie Driskell, Shannon Lancaster, Jaime Rice

Late: Mike Rice

Absent: Gerry Hoppmann and Debbie Bell

- Dough Raiser night with Domino's is scheduled for Tuesday, April 25. 20% of any orders for which the buyer mentions the Franklin County Humane Society (FCHS) will go to FCHS. There is no online promo code because it is a local event. Therefore, orders must be placed via telephone or in person. The event is all day. Jaime provided Laura Bryant, store manager for New Leash on Life and Betsy Kennedy with the flyers for the trail run and the dough raiser.
- Jaime is scheduled to meet with Jean U. on Tues, Apr 18 to go over the process for the Passport Radio 6 min slot. She plans to have an adoptable pet and talk about the dough raiser and trail run on Thursday, Apr 20.
- Jaime provided the trail run information at the gala Apr 1<sup>st</sup> down at the hotel.
- The committee decided on a white t-shirt with the trail run logo in green. Once Abracadabra has provided the final version, Jaime will share with board. It is very similar to the flyer.
- CCU has agreed to provide something to add to our packets.
- Canoe KY has agreed to provide some type of in-kind donation for the trail run.
- Dominos has agreed to provide 15 pizzas the day of the event.
- At the end of the meeting, the committee members went to the Capital View Park to view the race route, make suggestions regarding set up for start and finish line, parking, etc.
- Jaime has provided the trail run flyer to Troy Hearn to disseminate and post at the park. We are also listed on Run USA's website at <http://www.runningintheusa.com/Race/List.aspx?Rank=Month&Month=9&State=KY&Page=1> .