

**Minutes of the Franklin County Humane Society Board
November 16, 2017**

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

Board Members absent:

Officers present: Becky Wells, Cheryl Broyles

Staff present: Nancy Benton, Jean Unglaub, Kerry Lowary

Committee Chairs present:

Volunteers/Guests: Bill Klier, Nancy Wilson

President's Report (Sam Marcus):

- A motion to approve the October meeting minutes was made by John Hibbard, seconded by Jaime Rice and approved unanimously.
- A motion to approve the October 30th special meeting minutes was made by Jaime Rice, seconded by John Hibbard and approved unanimously.
- New Shelter meeting with the consultants on October 31 resulted in few changes. They will either request a meeting for further discussion or will email final plans to the Shelter Design Committee.

Shelter Manager Report (Nancy Benton):

- Detailed report attached as part of record.
- ASM report attached as part of record.
- Robbery of shelter, November 11:
 - New office safe has arrived and needs to be mounted to the floor.
 - Exterior lighting and cameras will be ordered.
 - 4 checks were taken in the robbery. 2 have been notified and will send replacement checks. The other 2 were monthly donors and will be contacted by letter.
- October 25-27, Kerry attended a conference in Charleston SC hosted by Maddie's Fund - "Robust Foster Programs for Dogs and Cats" which proved beneficial.
- Saturday, December 16th at Feeders Supply, deputies from the Franklin Co. Sheriff's Office will be helping man a portable dog and cat adoption as part of their "Most Adoptable" program.
- In February, a dog named Emily was pulled from the Owen County shelter due to a gunshot wound to her face that Owen Co. could not afford to treat properly and brought to our shelter. No adoption or rescue candidates came forward, thus Emily was in a shelter environment for over a year, including her time at Owen Co. This had a negative impact on her behavior and personality. Unfortunately, Emily bit an attendee of Barktoberfest and was scheduled for euthanasia, however, a shelter volunteer asked Jeanine Sloan, Rescue Coordinator, if he could make a plea to a rescue in Shelby Co. on Emily's behalf. They agreed to take her, signed a liability waiver and accepted responsibility for Emily going forward. It is against policy for anyone other than our Rescue Coordinator to contact a rescue on behalf of FCHS; it must be clear that going forward this policy cannot be violated. Revisions will be made to Rescue policy. Nancy acknowledged that Emily should not have been at a public event, and that an employee of the shelter failed to report the bite to management, for

which they have been reprimanded. Nancy Wilson suggested that all dogs be evaluated based on Rescue Waggin' protocol, that more extensive information be provided on kennel cards and that a decision re: euthanizing Emily should have been made sooner as she had been in a shelter environment too long. Kerry Lowary revealed that when Emily was pulled from the Owen County Shelter, Nancy signed an agreement that Emily would not be euthanized under any circumstances, thus her elongated stay. Nancy said she believed they could adopt Emily quickly or she would not have signed the agreement and the error would not be repeated going forward.

- Dr. Kim Smith (Cornerstone Animal Clinic) contacted Nancy to say there was a possibility that she would not be available for shelter animal care on Mondays or community surgeries through the end of the year due to a new job that requires her to travel. However, this has been resolved through Dr. Smith hiring another vet as well as adding weekend slots to accommodate community surgeries. Kerry noted that a modified contract was sent to Dr. Smith August 27, 2017; a response with a counter offer wasn't received until November 7, 2017.
- A shelter employee accessed the shelter's drug safe without consulting Nancy or Kerry, and administered medication to a dog she was concerned about. The dog was not harmed, however, the employee has been disciplined and no employees other than Nancy and Kerry will have access to the drug safe going forward.

Volunteer Coordinator Report (Jean Unglaub):

- Report attached as part of record.

Treasurer's Report (Cheryl Broyles):

- A motion to approve the September report was made by John Hibbard, seconded by Laura Morrison, and approved unanimously.

Committee Reports

- **TNR (Gae Broadwater)**
 - Report attached as part of record.
- **Rescues (Jeanine Sloan)**
 - Included in ASM report
- **Membership (Sam Marcus proxy for Betsy Kennedy)**
 - 478 members
 - We will be doing a 600 Christmas card mailer to waiters, members, city officials, etc. Becky Wells will complete this mailer.
 - Volunteers needed Sunday, December 10, for membership mailer of approximately 850 at the Marcus Building.

- **Thrift Store (Sam Marcus as Proxy for Laura Bryant)**
 - Report attached as part of record.
 - An appeal from Sam was sent to our Constant Contact mailing list stating the need for volunteers at NLOL (see attached). Since the October meeting, 5 new volunteers have started. No response from Capital Court Authority on interested volunteers.
 - The State Journal did a front page story on NLOL.
 - Keeuna King obtained an estimate to correct the duct work at NLOL. Ducting will be \$650 and installation \$1,600 for a total of \$2,250.
 - The safety of the volunteers at the store has been a concern, particularly since the shelter robbery. Leslie Driskell will contact Allison's Glass to get an estimate for replacing broken windows and the current dead bolt with a two key deadbolt system. It was suggested NLOL purchase a floor safe. The cost is \$262.

- **Fundraising (Sam Marcus)**
 - A motion to approve the 2018 Trails for Tails to be held tentatively on Saturday, September 15 was made by Laura Morrison, seconded by Keeuna King and approved unanimously.
 - Ginny Wilson is currently in 5th place in the Eagle Rare Award's Leadership Category and 20th overall. Voting ends December 5 so please continue to spread the word and vote daily.

- **Cat Portables (vacant)**
 - We would like to have someone Chair this Committee and report to the Board. It was suggested someone approach Angie Fischer who has done cat portables for years faithfully.

- **Dog Portables (Christy Mobley)**
 - No report

- **Public Relations (Fred Deaton)**
 - No report

Old Business

New Business

A motion to enter Executive Session was made by John Hibbard at 7:29 PM.

Exited Executive Session at 8:09 PM and voted unanimously to suspend Nancy Benton for 3 days without pay effective immediately for repeated violations of financial policy and procedures.

Adjourned 8:10 PM