

**Minutes of the Franklin County Humane Society Board
November 29, 2018**

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

Board Members absent: none

Officers present: Cheryl Broyles

Officers absent: Becky Wells

Staff present: Kerry Lowary, Terri Sorrell, Jean Unglaub

Committee Chairs present: none

Volunteers/Guests: Lori Macintire, Bill Klier, Nancy Wilson, David Hamilton (Frankfort State Journal)

President's Report (Sam Marcus):

- A motion to approve October minutes was made by John Hibbard, seconded by Ray Smith, approved unanimously.
- FCHS Endowment-Blue Grass Community Foundation (BGCF) -Met with Scott Fitzpatrick (BGCF) Nov 14th, signed documents to initiate FCHS BGCF Fund. We are grateful to Eileen Hogan for seed money and a bequest that initiated the process.
- Toyota Grant-Frankfort Toyota is donating \$2500 to the FCHS again this year. Completed grant application with Toyota USA for matching \$2500. The \$5000 total will be used for February Low Cost Spay/Neuter clinics.
- GuideStar profile- Silver Level GuideStar profile expires in 3 months without update. Will update with new information from Harrod Associates unless someone else would like to volunteer to do so.

Shelter Manager Report (Kerry Lowary):

- Shelter manager and ASM reports attached as part of record.
- Overall intake up 120 animals YTD vs this time last YTD (cats +140/dogs -20).
- Flooding from runoff resolved by Inside-Out Design's work. Tom Bradley reported that the drainage line repair is beyond the city's capacity, but he would ask the sewer department to consider installing a new drain line.
- Guillotine order \$1500 less than estimated. Fence/kennel door work should begin mid-late December. Stairs/deck as Ray and Bill available.
- Furnace blower motor was replaced.
- There are 5 criteria needed for Joannie Bernard grant funding. We meet all but 2. We need to become a Best Friends Partner and have staff undergo KY Animal Care and Control Association online training.
- Sara Crutchfield was hired for Cat Attendant position.
- Kerry asked for approval of Christmas bonuses. A motion to approve Christmas bonuses for shelter staff (\$75 for employees of less than 6 months, \$100 for 6 months and over) was made by Fred Deaton, seconded by John Hibbard and approved unanimously.
- City down to one part-time ACO. Most recently hired ACO left.

Volunteer Coordinator Report (Jean Unglaub):

- Report attached as part of record.
- Promotion with Frankfort Dance Academy 'Muttcracker' noted and praised.

Treasurer's Report (Cheryl Broyles):

- John initiated a discussion of vet supply and vet service expenses and pledged to continue focusing on these in the future, especially if over budget in these areas. Cheryl expressed concern over low operating account balances recently. Sam opined that it was a cash flow problem due to having not received the last county quarterly contract payment. 2 payments will be made by the county after their Dec. 6th fiscal court meeting. A motion to accept the October financials was made by Fred Deaton, seconded by Ray Smith, approved unanimously.

Committee Reports

New Shelter (Sam Marcus/Rodney Williams)

- Kerry, Parker and Sam met with Robert Hewitt, Jonathan Otis and Jon Mitchell November 15 with KNB on call standby. No city attendees. KNB had provided a materials list and Robert and Jonathan didn't indicate any reason to recommend changes. Robert said they would report any cost savings they thought could be realized to Judge Wells and would recommend they be related to the site infrastructure. They will meet more themselves to draft a report and dive further into the numbers, but the estimate of potential savings is approximately \$250,000. Robert indicated he now understood our programming and space requirements, and changes there would not be part of his recommendation. Discussed at length how surrounding counties fund animal care and control, and interface with humane societies. Kerry had figures to impress upon them the potential costs associated with having their own facility and personnel should FCHS act privately (as most other comparable area humane societies do). Robert will incorporate those figures into his report as well as plotting those shelters on a map around Franklin County. Meanwhile, Judge Wells had an independent, professional analysis of the FCHS and the new shelter project done, which yielded positive feedback for both programming and new shelter plans. Timing is still uncertain, but it appears we will be waiting for a new fiscal court and city commission. Sam's hope is there is an understanding by the county of their need to buy in, with an outcome of approving approximately \$1.35MM of our request (cash and in-kind). That would allow them to say they had closely scrutinized the project, are in support of it, and will also 'save' the county approximately \$250K. This outcome would put pressure on the city to do the same. Even if another site were involved and selected, an additional cash contribution by the city would need to be made to bring their total up to the county's level of support.
- Rodney, Cindy Steinhauer and Tom Bradley viewed the proposed alternate site at the Carpenter Farm. It is similar in size to the current new site without many of the challenges, particularly the need for 1,500 feet of sewer line be dug through rock. A sewer pump station is located by the site. The city also had concerns re: the slope of parking at the current new site and does not have the necessary equipment to assist with preparation for it. Rodney did not anticipate discussion of the proposed site at the city work session on November 29th since Cindy had announced her resignation, however, it was discussed, based on her November 25th memo to the commission (attached as part of the record). The board agreed the alternate site should be considered and a visit scheduled as soon as weather permits. The visit is to include Sam, Kerry, and KNB. Rodney will need to show them the site and all board members will be invited.

Fundraising (Sam Marcus)

- 2018 Trails for Tails final report attached as part of record. Jaime requested approval for next year. A motion was made by Leslie Driskell to approve Trails for Trails on Sept. 7, 2019 at 8:30am, seconded by Fred Deaton, approved unanimously.

Cat Portables (vacant)

Dog Portables (vacant)

Membership (Betsy Kennedy)

- Report attached as part of record.
- 501 members. Note: our budget is based on 475 members.
- Mini mailer Dec. 2nd at the Marcus building on St Clair beginning at 11am. Volunteers welcome.

Public Relations (Fred Deaton)

Rescues (Jeanine Sloan)

- Included in ASM report

TNR (Gae Broadwater)

- Report attached as part of record.
- City will allow continued use of old health dept. building for TNR and is drafting a lease based on the lease with the county.

Thrift Store (Terri Sorrell)

- Report attached as part of record. Matt praised Terri for NLOL success and her efforts.

Old Business - None

New Business – None

Adjourned 7:45