



BOARD MEETING

MINUTES

JUNE 18, 2015

5:30 P.M.

FOOTHILL VILLAGE-ANGELS CAMP

MEETING CALLED BY	Jo Ingraham
FACILITATOR	Jo Ingraham
NOTE TAKER	Deborah Schoeman
TIMEKEEPER	Jo Ingraham - Call to order 5:45 p.m. Adjourned 7:20 p.m.
ATTENDEES	Jo Ingraham, Karen Elliott, JoAnn Kromfols, Deborah Schoeman
NOT ATTENDING	Randy McNurlin, Joanne Elliott, Russ Thomas
PUBLIC	Anne Ellis, Jamie Leigh, Allen Dodson, Dawn LaPlante, Kathy Arentz

SPECIAL NOTES

NOTICE	Happy Anniversary to the Feral Feline Project (FFP) team. July 1 st marks one year!
NOTICE	Welcome new board members: Allen Dodson and Dawn LaPlante
NEXT MEETING	July 16, 2015 at 5:30 p.m.

Agenda Topics

DISCUSSION	(B) PUBLIC COMMENT		
No Public Comment			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

DISCUSSION	(C) Agenda acceptance		
Moved by Karen Elliott. Second by Deb Schoeman. PASSED			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

DISCUSSION	(D) 5/21 Board Meeting Minutes - accepted		
Moved by JoAnn Kromfols. Second by Karen Elliott PASSED			
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

DISCUSSION	(E) Correspondence		
<ul style="list-style-type: none"> None 			

CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(F) Treasurer's Report		
	1. Proposed 201502-16 budget – discussion& approval:		
	2. Spay/neuter Report: Couldn't access the computer remotely. No report		
	3. Collection boxes: No totals. On vacation.		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(G) Executive Directors Report		
	<ul style="list-style-type: none"> • 10 acre Whiskey Slide parcel. Accepted \$17,500 with 10 day close. Need to know when all is closed so we can cancel our insurance policy. • Current office: Giving notice to landlord on July 1st. • Modular: Comcast site inspection. Working on internet and phone through County. • Need volunteers to paint interior of modular. Allen Dotson volunteered. • Urgently looking for volunteers for Vet Assistance Team. • Still need more volunteers in the office. • Meeting BOS. One on one meetings with three of the board members to tour animal services to educate them on current issues and practices, and to explain where we are in the process of the new shelter. • Appreciation Dinner: need someone to chair and 3-4 members to help. • Executive Director tried a smart phone but could not get service. 		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(H) Officer's Reports (1) President and (2) VP of Operations		
	H1a. No Executive Committee meeting		
	H1b. Board approved President and Vice President to sign all necessary documents for the investment company. Motion made by JoAnn Kromfols. Seconded by Deb Schoeman. PASSED		
	2a. Whiskey Slide Property sold.		
	2b1. Records Retention Policy. Motion made by Karen Elliott. Seconded by JoAnn Kromfols. PASSED		
CONCLUSIONS			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(I) Team Reports		
	1. Dog Team: Animal Control Officer resigned. Shelter shockingly short staffed. Second Animal Shelter Assistant approved for budget. A Rabies clinic will be held on June 17 th .		
	2. Cat Team: 28 cats were either adopted or placed with rescue groups.		
	3. FFP Team: Trapped and altered 56 cats (23 males/35 females). Year to date they have altered 642 cats and stabilized 80 feral cat colonies.		
	4. E-Comm Team: Working on Pay Pal process to allow contributors to place reoccurring donations. Working on establishing domain email addresses for all officers. Facebook likes = 1282. We have followers from 9 foreign countries. Our largest following are in Valley Springs with 195. Angels Camp with 94. Murphys with 81 and it drops from there.		

4...VP Marketing: Will be developing a plan of action and recommendation for change of the current marketing organization structure. We have developed the postings for the Greenhorn newsletter. Currently drafting the new CHS newsletter. Developing biographies for the board members. Updating Constant Contact email address. Developing fee schedule for businesses to advertise.		
5. Oversight Committee: May sales picked up and June has started off very well. Discussed new FY budget. Costs are too high in Angels Camp to be profitable. We are trying to work with the shopping center manager in the hopes of lower costs. Asking for the possibility we can take a contribution as part of rent to use a write-off. If costs cannot be reduced quickly we will need to relocate the SC store prior to the end of lease in March 2016. We will have wage increases submitted to the board by end of month.		
6a. New Shelter Committee: Prepared an RFP for the two architects for possible plans. Discussion of new Capital Campaign Coordinator. Essex & Drake and Russ Fish are the two candidates in this process. Asked the board for the consideration to draft a contract with Russ Fish to be brought to the board for approval. Motion made by Deb Schoeman. Seconded by JoAnn Kromfols. PASSED.		
6b. Statement made that Board members donate time but rarely donate any actual money. How can we expect others to donate when our board and volunteers do not donate? Suggested board make a commitment to a monthly amount.		
CONCLUSIONS		
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(J) Unfinished Business	
1. By-laws: second reading. Ready for approval. Moved by Deb Schoeman. Seconded by Karen Elliott. PASSED.		
CONCLUSIONS		
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(K) New Business	
1. Anne Ellis asked to purchase bags at CHS cost with her personal funds for "go home goodie bags" for shelter animals adopted. This is a private item she is doing with local businesses. Karen moved. Deb seconded. PASSED		
2. Move to Modular: Need muscle and trucks. Will everyone know when moving day is.		
3. Grand Jury's ridiculous report that Animal Services should be turned back over the Sheriff. CHS will draft an aggressive, yet informative factual response to the Grand Jury, County, and news outlets.		
4. Fourth of July – We will have our Box Truck and Jo will be driving her truck.		
CONCLUSIONS		
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(L) Closed Session – Personnel	
1. <u>Elections results</u> President-Jo Ingraham VP of Operations-Karen Elliott Secretary-Deb Schoeman Director – Joanne Elliott Director – Randy McNurlin		
2. New board members: Allen Dodson and Dawn LaPlante.		
CONCLUSIONS Adjournment 7:25 PM- Karen moved, JoAnn seconded PASSED		
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE