



BOARD MEETING MINUTES

SEPTEMBER 17, 2015

5:30 P.M.

FOOTHILL VILLAGE-ANGELS CAMP

MEETING CALLED BY	Jo Ingraham
FACILITATOR	Jo Ingraham
NOTE TAKER	Dawn LaPlante
TIMEKEEPER	Jo Ingraham - Call to order 5:35 p.m. Adjourned 6:31 p.m. (Motion by Jamie, second by Karen)
ATTENDEES	Jo Ingraham, Karen Elliott, JoAnn Kromfols, Dawn LaPlante, Allen Dodson, Joanne Elliott, Jamie Leigh
NOT ATTENDING	Randy McNurlin, Russ Thomas, Deborah Schoeman
PUBLIC	Anne Ellis,

SPECIAL NOTES

NOTICE	Jo Ingraham has access to free oat hay
NOTICE	
NEXT MEETING	October 15, 2015 at 5:30 p.m.

Agenda Topics

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

DISCUSSION	(C) Agenda acceptance		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

DISCUSSION	(D) August 20, 2015 Board Meeting Minutes – accepted as amended		
	Motion: Karen / Second: Dawn----PASSED		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Revision: Section (K) New Business revised to read: CLOSED Session: Personnel Action to review Executive Director Compensation (i.e. remove information related to specific compensation rate).	Deborah Schoeman		

DISCUSSION	(E) Correspondence		
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CONCLUSIONS		
ACTION ITEMS		
No correspondence.	PERSON RESPONSIBLE	DEADLINE
	Anne Ellis, Jo Ingraham	

DISCUSSION	(F) Treasurer's Report	
(F1) PROFIT/LOSS		
<ul style="list-style-type: none"> Information as of Sept 12, 2015 due to Butte fire Arnold thrift store profit of \$7500 / no information from Angels Camp store Main operations showed \$7800 loss Allen and Michelle to partner to ensure data entered in time for future meetings Ironstone proceeds of \$4600 Consolidated profit for the month was \$26,100 No transfer from thrift stores in August – Karen to review figures 		
CONCLUSIONS		
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE
	See above	

DISCUSSION	(G) Executive Director's Report	
<ul style="list-style-type: none"> Impact of Butte fire to be identified over course of next months In many cases, Animal Services had no time to respond Collars, leashes and dollars are needed Longer term, needs such as vet care, will be identified At this point, no supplies (i.e. food, crates) are needed although anything donated will get used 		
<ul style="list-style-type: none"> One request for vet assistance related to the fire has been received Revised vet assistance policy for Butte fire only as follows: If 60% is less than \$500, CHS Vet Assistance Committee is authorized to approve up to \$500, even if more than 60%, in extenuating circumstances. Board approval not required, but report to the board of exception action is required. Motion made by Allen / second by Jamie 		
<ul style="list-style-type: none"> CHS financial support to take a "wish list" approach Post needs through constant comment, Facebook, website, etc. Match donors and available resources based on need Anne and JoAnne to establish program through fire relief fund 		
<ul style="list-style-type: none"> Animal Services and CHS to establish short and long term foster care program for displaced animals Information retained to include name, contact number, town (location), what animals able to keep Pet owner responsible for establishing placement, care relationship Broker names only Email information to Anne 		
<ul style="list-style-type: none"> Office help volunteers needed! 		
CONCLUSIONS		
ACTION ITEMS		
	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(H) Officer's Reports (1) President and (2) VP of Operations (3) VP of Marketing	
<p>1a. Jo Ingraham made an error when listing the personnel included on the executive committee; team should include: President, VP, Operations, VP, Marketing, Treasurer and Secretary; Executive Director not included.</p> <p>Motion made to rescind by law change made in August made by Allen / Karen seconded.</p> <p>Motion made to confirm Executive Committee composition of President, VP, Operations, VP, Marketing, Treasurer and Secretary made by Allen / Dawn seconded.</p> <p>September meeting confirmed second reading of the bylaw change; Anne to amend by law.</p> <p>1b. Committee assignment sheet distributed; "C" denotes chairperson of committee</p>		

2a. Rose Barber "Birthday Donation" letter (distributed at meeting) donated \$177.		
2b. No store report received.		
2c. Bruce and Mike to meet with landlord re: Angels Camp store lease within next few weeks. Karen to provide update on lease during October board meeting.		
3a. Will provide proposal for newsletter during October board meeting (delay due to Butte fire).		
3b. Information submitted for Valley Springs newspaper ad. Will confirm date of release.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(I) Team Reports	
1. Dog Team: No report received		
2. Cat Team: No report received		
3. FFP Team: 81 cats altered and 12 cats adopted out as barn cats in August		
4. E-Comm Team:		
<ul style="list-style-type: none"> • Update from Margaret Blair with second change program; cancelled dog program • .Resource Connection: request for volunteers to assist sent out • To elevate the presence of the Amazon Smile program on our website and communications 		
5. Oversight Committee: No report received.		
6a. New Shelter Committee: No report received.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(J) Unfinished Business	
1a. Fish contract: Met with Mr. Fish who prefers the hourly contract. Have received his recommended contract changes which will be reviewed with the attorney.		
1b. MOU: No current update. Anne and Karen to follow up with Brian.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DISCUSSION	(K) New Business	
Policy for declared emergency vet assistance covered during executive director report.		

CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	