

Minutes of Regular Meeting October 16, 2014

The Board of Directors met at the County Library, San Andreas, CA at 5:30 PM

- A. The meeting was called to order at 5:30 PM
Members in attendance: Jo Ingraham, Karen Elliott, Marilou Miloslavich, Mary Foye, Kathy Hamlin, Nancy Cohen, Randy McNurlin, Russ Thomas
Not attending: Deb Schoemann, Joanne Elliott, Blair Wiley
- B. **Public Comments:** none
- C. **Agenda changes or additions:** Added Item G 1a3 – Approval of check for HCD/modular application to architect. New Business Fund raiser for Twin Cedar Second Chance Added Item H 3a3a Appeals Letter two additional estimates Added Item H1c – Secretary
Motion to approve agenda as amended - Moved by Kathy H. seconded by Lynn K.
- D. **Approval of minutes:** September 18, 2014; minutes approved - motion by Nancy C, Mary F seconded.
- E. **Correspondence** – Lynn passed around a thank you letter from Sally Raubfogel re the luncheon. Insurance information passed around by Mary Foye
- F. **Treasurer's Report:** report submitted - no questions Insurance **Quotes** – Discussion on getting annual quotes through broker. Randy agreed to speak to the broker in regards to getting quotes.
- G. **Executive Director's Report:** We have now gotten a reduced rate on the architect for modular. Email vote was done 10/12/14 to sign contract with Rob Westerhoff. Yes votes- 10, no – 0 Abstained – 0. Not voted Marilou.
Discussion on costs: still need to confirm hook up ability. Working on getting as much donated as possible – labor and materials. Discussion on prevailing wage – counsel to talk to county counsel. Motion to accept Clay Titus bid to move: motion made by Karen, seconded by Nancy: passed unanimously.
Motion to submit check to HCD to be given to Rob Westerhoff to go with application. Made by Randy, seconded by Karen: passed unanimously.
CADS Team – requesting \$1,000 loan or donation to CADS to open account with Calaveras Community Foundation. Board decided this should need to be discussed with counsel. Will discuss with counsel.

H **Officers' Reports**

President/Executive Committee Retention recommendations by counsel (per website). Randy suggested we keep animal documents longer than 10 years. Executive Director will make a formal retention procedure list for review and use.

Veterinary Assistance - Board agreed that CHS should continue to limit the maximum to \$500 per animal.

Email vote was done 10/12/14 to sign contract with Rob Westerhoff. Recording in minutes per by laws. Yes votes- 10, no – 0 Abstained – 0. Not voted Marilou.

Marilou Miloslavich is resigning as secretary and from the board due to other commitments. Deb Schoemann is not available to take this on. Need someone as secretary for board.

VP of Operations - in regards to the financial Advisor, Marilou Miloslavich recommended that a background check be done on the final candidate as to complaints filed, etc. Agreed that would be part of the process. Motion to approve Donna Stevenson as financial advisor pending clearance by FCC. Made by Russ, seconded by Randy. Passed unanimously.

VP of Marketing – Appeals letter – showed sample - general agreement that it is fine.

Gold Rush Day – Kathy. /CHS will have booth with thrift store, DAAC, FOCAS info also. Paws and Claus -

I Standing Teams:

1. Dog team: no report submitted
2. Cat team: report submitted
3. FFP team – report submitted
4. E-Communication Team: report submitted
5. Oversight Committee:
 - a. Store results: monthly reports from bookkeeper received – copies for members.
 - b. Minutes: Committee authorized purchase of safe- lock file cabinet for personnel files. Files will be kept at H.S. office.
 - c. 5th Anniversary celebration set for Arnold on Saturday 20th.
 - d. Store was at Copper flea market and got a large amount of donated items at end of day.
 - e. Mary Foye reiterated question from September meeting on the monthly charge at \$1,000 for repairs and maintenance for each store. Karen Elliott and Russ to get an explanation on that.

H. Unfinished Business:

- a. CHS/DAAC Farm Bureau presentation by Randy and Ray Sunseri. Randy said they were well received and Farm Bureau agreed that they need representation on DAAC. Randy explained our set up and what we do with Animal Services and cleared up misconceptions.
 - b. Anne to give presentation to Arnold Rotary next week.
1. Awards committee to have proposal by November board meeting
 2. **New Business:**
 1. Firewood per Russ will cut wood in a week or so for a drawing.
 2. Twin Cedar Second Chance fundraiser handmade quilt. Tickets for sale through Judy Richter. Motion made that CHS will support, that all funds should be made directly to Margaret Blair and give support only by stating that CHS presents fundraiser. Made by Randy, seconded by Lynn. Passed unanimously.

I. Adjournment: 7:30 PM

Respectfully submitted:

Anne Ellis