CALAVERAS HUMANE SOCIETY
BOARD OF DIRECTORS - REGULAR MEETING
FOOTHILL VILLAGE LOUNGE
ANGELS CAMP, CALIFORNIA
FEBRUARY 18, 2016
5:30 PM

Board Members Attending: Jo Ingraham (presiding), Allen Dodson, Joanne Elliott, Karen Elliott, JoAnn Kromfols and Randy McNurlin
Board Members Absent: Dawn LaPlante, Russ Thomas

Guests: none
Public: Anne Ellis, CHS Executive Director, Alisa Dodson (note-taker)

A. The meeting was called to order by Jo at 5:40 p.m.
1. Self-introductions

2. Introduce public – Anne and Alisa (who will take notes of this meeting)

B. Public Comment
There was no public comment.

C. Agenda - additions, deletions, approval
Under item J1, add Russ Fish Resignation
The E-Comm Team report is included in the VP Marketing report

Motion: To approve the agenda as corrected (Allen, Joanne) Passed

D. Minutes Approval from the January 21, 2016 meeting - corrections, approval

Motion: To approve the minutes of the January 21, 2016 meeting (Randy, Karen) Passed

E. Correspondence
There was no correspondence

F. Treasurer's report - report included
- The shelter account balance is $54,000
- Karen, Allen, and Donna S will be meeting to look at our investment portfolio next week.
- The Board agreed a discussion should be held about what percentage of expenses go to the animals vs. overhead, and how to present that in fund-raising.

Motion: To approve the Treasurer's Report (Karen, JoAnne) Passed

G. Executive Director's Report - report included
- All volunteers including Board members need to sign our Volunteer Agreement
- Anne proposed sending a mailing to the public about the help available for getting animals altered.

Motion: To authorize $500 for the above mailing in Mountain Ranch (Randy, JoAnne) Passed
If this is successful, it can be done in other areas.

H. Officer's reports

1. President - report included
• JoAnne and Joanne will share chairmanship of the Nominating Committee

2. VP of operations - report included
• The new Executive Director job description will be discussed at the off-site workshop

3. VP of marketing/E-Comm team—report included
• The Organization Relationship workshop will be held at Camps Restaurant on 3/19 in the library room

Motion: To approve CHS payment for lunch at the workshop (JoAnne, Allen) Passed

I. Team Reports
1. Dog team-report included

2. Cat team-stats sent earlier

3. FFP team - report included
• The Board noted the team is doing an excellent job.

4. Oversight committee - report included

J. Unfinished Business
1. New Shelter Committee-report included
• Russ Fish has resigned. Our letter of acceptance will come from Anne.
• There are still parts of the MOU to be agreed upon.
• Randy has been talking to companies who might run a capital campaign for the shelter. He summarized findings so far about three companies. Randy and Karen will continue working on this search.
• The architect is drawing up the shelter plan contract

2. Organizational Review Workshop
a. date: March 19
b. place: Camps Restaurant

3. Job Description for Executive Director Position
Will be discussed at Organizational Review Workshop

4. Volunteer Appreciation Dinner
a. Volunteer of the year award
• Anne has informed the Board and team leaders of how the volunteer will be chosen
• A shout-out about nominations will go to volunteers
b. The dinner will be April 12 at the San Andrea Town Hall
• catering will be by Pickle Patch
• Allen, Alisa and Karen will have a full report at our March Board meeting.

K New Business - none at this printing

L Adjournment

Motion: To adjourn the meeting at 7:02 p.m.(Randy, Karen) Passed

Respectfully submitted, Alisa Dodson