

**HUMANE SOCIETY OF THE OHIO VALLEY
MONTHLY BOARD MEETING
JULY 11, 2017**

Present: Julie Lowther, Amy Rogers, Teresa Cunningham, Holli Mannix, and Sharon Paul,
Don Underwood, Shelter Manager, Misty Carpenter.

Absent: Donna Ball (working)

Approval of Minutes:

MOTION MADE BY HOLLI M. AND SECOND BY DON UNDERWOOD TO APPROVE JUNE 6, 2017 HSOV
MINUTES. ALL IN FAVOR, MOTION PASSED.

President's Report: By Julie L.

Nothing to Report

Operations Report: By Teresa Cunningham

>Operations Committee was held on June 28."

>See attached Meeting Agenda for topics of conversation (both Old and New Business). No motions were made during this meeting.

Shelter Manager's Intake/Disposition Report: By Sharon Paul (and prepared by) for Misty C.

>Distributed YTD through June 2017 Canine/Feline Intake Disposition Report (see attached for detail):

Canine Intake for June: 68 (YTD 430) / Canine Disposition: 66 (YTD 415)

Feline Intake for June: 76 (YTD 437) / Feline Disposition: 89 (YTD 403)

Finance Committee Report/Treasurer(s) Report: By Amy Rogers

>Presented the June P&L (as of 7/9/17) reflecting Net Loss for month of June of -\$16,161.91.

>See attached for the Peoples Bank balances as of June 30, 2017 (MCF Statement Balances not available).

>Provided Budget (Fiscal) Analysis YTD 2017 (Nov- June) reflecting 96.48% of Income and 114% of Expenses.

>MOTION MADE BY TERESA C. AND SECOND BY HOLLI M. TO ACCEPT THE TREASURER'S RPT. ALL
WERE IN FAVOR. MOTION PASSED.

Building, Grounds and Maintenance: By: Holli Mannix

>See attached report for areas of discussion which included (but not limited to): Stanley Electric to perform lighting services soon; still seeking service provider for the electrical safety items from recent inspection; Ongoing search for affordable storage container/unit; Expressed appreciation for the handyman work Mr. Mike Montgomery has been providing along with that of staff Todd Hallock for repairs to the lawn mower.

Homeward Bound Committee: By Sharon Paul (Felines) and Teresa Cunningham (Canines)

>Sharon Paul: See attached report for details:

67 cats/kittens in foster within 29 various foster homes

56 cats/kittens transferred to rescue groups in June

35 cats/kittens were spayed/neutered in June at the Spot Clinic – ALL of which were paid for by "FRIENDS OF FELINES". Upcoming are SPOT Clinic appointments for cat spay/neuters on July 12, 19, and 26th.

>Teresa C. reported on behalf of Celeste Ridgway 29 dogs to rescue in June. There was a total 11 dogs in foster homes per Misty C; six of which are foster to adopt pending spay/neuter appointments) and three of which are seniors being fostered.

Public Relations Committee: By Sharon Paul

>See attached report for details:

HSOV Main Page as of 7/10: 19,202 followers and HSOV Group Page as of 7/10: 8,329 followers.

Petfinder now has a new admin. version finding to be more time consuming to utilize/post.

Petfinder, Adoptapet and HSOV albums are updated daily along with updated photos on for our longer residents.

The July Newsletter is in process and welcomes any ideas/suggestions.

Fundraising Committee By Jamiann Voshel

See attached report for areas of discussion / upcoming events including:

July Scavenger Hunt

Christmas In July Supply Fundraiser

August Bingo

October Bark in the Park

November Mini Fur Ball (this event is tentative)

Volunteer Committee By: Ginger Eubanks

>Recited upcoming Volunteer opportunities/events:

2nd and 4th Wednesday of each month visit to the Women's home

Last Tuesday of each month visit Heartland Nursing Home and now also the County Home

7/22 is the Jackson Dog Park event

7/29 is the Brookdale Assisted Living Summer Picnic

8/5 Belpre Homecoming/Puppy Pageant

8/21 Marietta Aquatic Ctr Dog Swimming event

Membership Committee: (By Teresa Cunningham):

>Distributed year- to-date Membership report with three (3) new members since that of last month report (total 44)

>Membership promos have been received including lapel pendants and car clings (thanks to CPC INC – Dona Cernus). These will be provided with the upcoming Annual Meeting letter (October) along with reminding each paid member they are eligible for a free t-shirt and can visit the HSOV to select a size from the available selection (see Julie Lowther).

Unfinished Business:

>None

New Business:

>None –

Public Comment:

>None

>At appx. 7:41 p.m. - Julie L. excused the public for Board to enter into Executive Session.

>Advised next meeting on August 2nd at 7:00 p.m. - same location

>At appx. 8:40 Julie L. advised returning to regular session – public welcome to return (no-one remaining/returned) .

>MOTION MADE BY SHARON P. AND SECOND BY TERESA C. TO APPROVE THE RAISE AS DISCUSSED WITHIN EXECUTIVE SESSION FOR JON MCINTIRE. ALL WERE IN FAVOR. MOTION PASSED.

MOTION TO ADJOURN BY DON U. AND SECOND BY AMY R. ALL IN FAVOR. MOTION PASSED.

Meeting concluded appx 8:45 P.M.

Respectfully,

Teresa R. Cunningham
HSOV Board Member/Secty.

HSOV OPERATIONS COMMITTEE MEETING

JUNE 28, 2017

I. OLD BUSINESS:

- A. Passwords changed: To be completed by 6/29/17 per J. L.
- B. Shelter Pro/Computer System changes/updates complete: Extend discussion pursuant last Board Meeting regarding Disposition Report #'s and needed training so that #'s coincide with those of Sharon Paul's report: Trained on 6/26 per J.L.
- C. Alternate CPA Firm: Wark Accounting? Are we keeping with R & A? Amy meeting w/ Rea & Associates on 7/12
- D. Next Commissioner's Meeting - July 6th? Time/ Location/ Who to Attend?: Amy/ TC
- E. Storage Building Campaign Progress : Continue to search options; i.e. shipping container, plastic/ Rubbermaid type bldgs., etc.
- F. Bank Account Service Fee savings findings: J.L. to meet on 7/8 w/ Peoples Bank
- G. John M. Humane Officer Training 6/19-22 /Certification – Official? (Sworn in?) Swearing in w/in next 30 days est.
- H. Phone Recorder/ Hours of Operation - Did we decide to replace phones per last mtg? Researching phone options
- I. Previous request by Shelter Mgr. for a "floating" staff position : No longer being discussed at this time given budget

II. NEW BUSINESS

- A. Various Maintenance topics to discuss (Hollie): 1) Mike Montgomery volunteering as handyman; 2) Sherwin Wlms rep. to visit; 3) donate igloo dog houses to other shelters; 4) Stanley Elec to perform services next 2 weeks est.; 4)Water Back Flo Valve in laundry needs replaced appx. \$800.
- B. Anyone expressed interest as a 2018 Board candidate? – only 3 months before deadline: No one has yet come forward.
- C. Procedure for Home Checks on Bully Breeds (Pits, etc.): Pend until Misty available to attend to discuss

<u>Account</u>	<u>Quickbooks 6/30/17</u>
General	\$4,674.68
Petty Cash	\$614.87
Special Projects	\$2,513.04
Surplus	\$492.16

<u>Account</u>	<u>Bank Statement 6/30/17</u>
General	\$7,347.84
Petty Cash	\$614.87
Special Projects	\$2,513.04
Surplus	\$492.16

MCF Balances as of 6/30/17

General Fund	
Medical Fund	Not Available for
Facilities Fund	6/30/2017
Schafer Trust	

Teresa Cunningham

From: Teresa Cunningham
Sent: Tuesday, July 11, 2017 12:01 PM
To: Teresa Cunningham
Subject: Fwd: June BGM

Sent from my iPhone

Begin forwarded message:

From: Holli Mannix <hollimannix@yahoo.com>
Date: July 10, 2017 at 3:32:49 PM EDT
To: Hsov Board <board@hsov.org>, Misty Carpenter <manager@hsov.org>, "perry2ls@frontier.com" <perry2ls@frontier.com>
Subject: June BGM
Reply-To: Holli Mannix <hollimannix@yahoo.com>

Hi All

For a recap, We are on the schedule for Stanley Electric, for any day now. They couldn't give me a definitive day/time but assured me they had us on their schedule.

Donna and I are still checking out leads for a storage container, but so far lots of dead ends.

Mike Montgomery did several more handyman things for us, this past week, and I'm waiting on his update as I type this. Hope to touch base with him later today.

I spoke with Joe Bucey, with the electric union about our safety inspection upgrades. He is looking into someone to help us, and I am to keep in touch with him. If he has no luck I will call the career center in their electrical department.

Looking forward to August, I'd really like to be able to get our backflow pipe fixed in the laundry room. Just a thought..

I sprayed the walking path once, Don is going to alternate with me doing this to help keep up with the weeds.

The tractor had several small issues with it last week, Todd did our "tune up" for us, and hopefully it will be good for a while.

Let me know if anyone has any questions, see you tmrw night.

Holli

SHARON PAUL – REPORTS FOR JULY 11, 2017 HSOV BOARD MEETING

HOMEWARD BOUND (Felines)

Feline Foster

There are currently 67 cats/kittens in foster care with 29 foster families. Several are kittens who will be adopted after they are old enough to be spayed/neutered.

Feline Rescue

There were 56 cats/kittens transferred to rescue groups in June 2017.

Two of the most memorable cat rescues this month were:

Opossum (blind 6-week old kitten) – new rescue saw on facebook

Bronwyn (pregnant white/brown tabby) – Kitten Academy livestream birth on YouTube July 2nd

Feline Spay/Neuter

There were 35 shelter cats spayed/neutered in June 2017. All were taken to the Spot Clinic and paid for by Friends of Feline Fund. We have cat appointments at the Spot Clinic for July 12th, July 19th, and July 26th.

PUBLIC RELATIONS (Facebook/Petfinder/Adoptapet/Newsletter)

Facebook (as of July 10, 2017)

HSOV Main Page – 19,202

HSOV Group Page - 8,329

Posts with the highest reach in June 2017 (HSOV Main Page) were:

Wilbur (Pot-Bellied Pig) – 14,426

Aflac (White Duck) – 12,338

Pixie (Pomeranian/Chihuahua) – 12,151

Opossum (Blind 6-week old kitten) – 10,530

Tequila (Adoption story/pictures) – 9,346

Jenna (Beagle mix puppy) – 9,294

Bo (Choc Pit Bull/new photos) – 7,780

Buster Brown (kitten) – 7,662

Senior Cats (Retirement Home Room) – 7,631

Plea for cat toys (Watson/Holmes Kitten pic) – 7,294

Petfinder/Adoptapet

New administrative version of Petfinder was introduced early in June and drastically different from the old version. As with any 'new and improved' updates, there are some good features and . This version is more time-consuming when adding new animals and

more cumbersome to navigate with multiple screens instead of all information being visible on one page as in the old version.

New HSOV dogs and cats continue to be photographed and added to Petfinder.com, Adoptapet.com and the main HSOV facebook page albums on a daily basis. I also take updated photos of dogs/cats who have been in the shelter awhile (or their physical appearance/dispositions have improved) and post those with new descriptions in hopes they will be noticed. Many times all it takes is a new photo to catch an adopter/rescue's eye or to call attention to the length of time the animal has been calling our shelter 'home' ☺

Updates about adoptions/reclaims are posted throughout the day and dogs/cats sent to rescue are moved from the available albums to the adopted/rescued ones to keep the three sites accurate and up-to-date.

Newsletter.

Currently working on the July 2017 newsletter. Please let me know of items if you have items/events that need to be included. I have list of tentative feature articles on dogs/cats if anyone wants a sneak preview.

7/11/2017

FUNDRAISING UPDATE FOR JULY 2017
COMMITTEE MEETING VIA GROUP CHAT WITH ALL MEMBERS PRESENT

JULY SCAVENGER HUNT

- This Friday July 14th Starts at 7pm at Gators on 2nd Street in Marietta with registration beginning at 6pm.
- Those of you that have offered to help work this event if you would be able to arrive by 545 at the latest we would appreciate it.
- Just found out that Gator's has booked a band to play after the event

CHRISTMAS IN JULY

- This will run from this week until July 31st. I will bring finalized flier tonight...waiting on one last business for an ok.
- This is a supply fundraiser.
- 4-5 local businesses (We Lov Pets, BHHS Real Estate Center (Mta office), HSOV and possibly Riverview Credit Union) will be our drop off locations for much needed supplies such as Flea/Tick Med, Odo-Ban, etc.
- People will drop off supplies off that are on our list of needs and they will drop their name and phone number into a Christmas wrapped box to be entered into a drawing at the end of the month for 4-5 different prizes.
- We have little to no money involved and we get much needed supplies.
- As soon as I get the last OK...I will drop off boxes, sheets, etc to the drop off locations and begin publicizing on the internet.

AUGUST BINGO

- Sunday August 6TH At the Williamstown American Legion.
- Filled Thirty-one bag Bingo...adding a couple money prizes to the event.
- Bags are all ready to go...I will be reaching out looking for people who may want to sponsor our game prizes.

OCTOBER BARK IN THE PARK ~ PAWS WALK AND FAMILY /DOG CARNIVAL

- Sunday October 1st at the Tomlinson Park in Williamstown.
- letters and sponsorship forms are out to area businesses
- Working on getting forms out to those that participated last years event.
- Sponsors are starting to come in.
- In Mid to End of July we will begin putting Fliers up around town, shelter and advertising the event more. And would like to have sponsorship and registration forms at the shelter for people interested and also have the registration forms on our website so people can print them off.

NOVEMBER EVENT (MINI FUR BALL)

- Cant remember if I had mentioned this in the previous months but we would like to do a fall event...smaller...similar to Fur Ball.
- I had someone that offered to donate their playing time to event and after numerous attempts...no further replay after agreeing.
- Reached out to another local band and they are not able to do it the night we choose and any other date puts us to close to Christmas.
- We are currently debating if we want to continue looking for musicians or just plan this event in 2018.

