

Oregon Coast Humane Society
Board Meeting Minutes
January 9, 2021

Location: Observing serious rise in COVID cases locally, we met via Zoom
Present: Shauna Robbers, Judy Thibault Judy Roth, Sandy Davidson, Laurie Arms,
Michael J Kello, Charles Brown

Call to Order at 3:05pm

1. Roll call, all present
2. Moved to Executive Session at 3:06

Return to regular session at 3:12

1. Motion to approve agenda, seconded and passed
2. Motion to approve minutes from last meeting with corrections. Approved as corrected and passed
3. Motion to approve minutes from December 12, 2020 Executive Session, approved and passed
4. Executive Director report
 - A. New dogs from high-kill shelters being prepared for adoption. This is the second group. Can do foster-to-adopt
 - B. Charter Spectrum is finished with Thrift Store installation and should be starting shelter a week from Thurs.
 - C. 'Great House' response expected now for remodel, pdfs coming
 - D. Survey on shelter lot may be done. ED will check in with them
 - E. Construction contract with 'John Webb Construction and Design' is signed, deposit check will be sent on Monday.
 1. Motion made to approve and move forward with contract for 'John Webb Construction and Design' and it should be amended to show 'Oregon Coast Humane Society' as the owner of the corporation, not Shauna Robbers, who is not the owner. Board authorized the issuance of a check for the deposit of \$75K to begin. Remodel. Motion made, seconded, and passed unanimously.
 - a. John Webb Construction requested a Board Resolution affirming the approval of the contract. Board Resolution # 005-2021 was created and will be signed at next Board Meeting

Oregon Coast Humane Society
Board Meeting Minutes, Jan 9, cont.

- F. Cans and bottles will be loaded into private trailer to take for recycle. Last load was redeemed without Uhaul truck, used private truck
 - G. Web page is being updated with Spider Uplink, could take 60 days. Our dog-sized memberships are not showing, still just \$ amounts. Some difficulty with current Web master according to ED.
 - H. Dinner @ Your Place set up for Feb. 14, promos on-going, radio, KEZI
 - I. Microchip clinic is set for Jan 31, Sun, at shelter, for donation
 - J. Looking for Veterinarian, 5 are graduating end of spring. Also have put ads in 5 major Vet Schools in US, Fl., Wi., Cornell, UC Davis, Co., and Or
 - K. Tie-in with new vet either mobile clinic or brick-&-mortar clinic
 - 1. Have not talked to Dr. about this
 - 2. Talk to Veneta about possible partnership to bring vet to the coast
 - L. I-Did-A-Walk to be included in new web page. Spider is building platform for info, will follow-up discussion this week
 - M. Can we sell bulk clothing? .19-.25/lb paid, company sends a pod, we fill it, clothes go to international need. Also, could do clothes drive
 - N. We are changing over to disposable food trays and litter pans. Cat food box bottoms serve as excellent litter trays and can be collected at Freddie's and Mini Pet Mart, then donated to shelter
 - O. Ads produced with Scott Stewart have been good
5. Vice President report
- A. OCHS has a 3-day-stay hold on stray pets
 - 1. Utilize 'Pet Point' module to match lost and found pets
 - 2. Discussion on written 'incident report' protocols for surgery. Policy on reporting to or debriefing the ED of any surgery mishaps or injury incidents. Encourage discussion within surgery room and tracking
 - 3. Discussion about Christmas gifts to staff
6. Treasurer report
- A. Review Treasurer's report
 - B. Payroll Protection Plan is being renewed with another round coming up. Request a motion to pursue new PPP Loan.
 - 1. Motion made to apply for second round of funding through the Payroll Protection Plan, seconded and approved unanimously

Oregon Coast Humane Society
Board Meeting Minutes Jan. 9, 2021, cont.

- C. So far, no response about grant from Casino lottery.
- D. Discussion to plan Membership Drive, send out member reminders
- 7. Michael J report
 - A. Ebay is active, have one item up for sale. Michael happy to be technical person, but cannot run the whole show. Needs help, it is a daily commitment. What is the expectation? Side job, commission, do we want to maximize profits? If so, need full time person. Offer has been made to do packing and shipping only.
 - B. Policy and Procedure Manual needs updating, possibly a committee. Staff and T.S. could be part of the process, at least offer them the opportunity. Offer to begin committee of 3; 1 board, ED, T.S.
 - C. Dinner@Your Place covered on KVIE, 5pm news, newspaper and KXCR
- 8. Laurie Thrift Store report
 - A. Christmas is put away. Made about \$8K
 - B. Two more volunteers left because of Covid rise in infections locally
 - C. We allow 4 people in the Store, or by-appointment only
 - D. Possible to shut down for the flooring to be done end of Jan. Request for vote on whether to shut down or stay open 4 days. All Voted--CLOSE
 - E. Donations and shoppers will be taken in by appointment only
- 9. Move to Executive Session at 4:31
- 10. Return from Executive Session at 4:44

Facebook followers have reached 5,000. Invite your friends

Next Meeting on February 13, 2021 at 3:00

Meeting adjourned at 4:44

Respectfully submitted by,
Judy Roth, Secretary

