

OREGON COAST HUMANE SOCIETY
BOARD MEETING MINUTES
July 11, 2020

Location, Shauna's house observing COVID restrictions

Present are Shauna Robbers, Judy Thibault, Judy Roth, Sandy Davidson, Laurie Arms, Michael J. Kello, Charles Brown

Call to Order 3:06 pm

1. Motion to approve agenda, approved unanimously
2. Past minutes, move to accept minutes of June 6, 2020 as corrected, seconded and approved. Past minutes of June 27, 2020 are not yet prepared.
3. Officer selection for Board 2020-2021. Discussion then selection as follows: Treasurer, Sandy Davidson will retain her position, Secretary, Judy Roth will assume what has been interim position, Vice President, Judy Thibault accepts new position, President, Shauna Robbers retains her position. Motion to accept new officers as set forth, seconded and passed unanimously.
4. Executive Director Reports/Announcements
 - A. Questions on updates? LinkedIn, Instagram, waiting to clear dead accts, 3-6 wks wait time, worth the wait
 - B. Woof Trax app for fund raising. People sign up, walk a dog, track miles, and app donates \$ for miles to OCHS
 - C. K-9 First Aid/CPR fund raiser, on-line courses cost \$40. We receive ½, after 3 sign-ups we get free bonus
 - D. Volunteer Appreciation BBQ at shelter. 7/25, 1:00-3:00
 - E. Manny will paint Boutique to match Thrift Store with small increase in wage for this job.
 - F. Waiting for bids on flooring from 2 contractors.
 - G. Common use for branding and talking points for OCHS, staff, board and volunteers, draft 1 approved.
 - H. 'Shelter Animal count' provided monthly to members and board. Draft after approved can be used for Mgt. Report and Financials
 - I. Reflective budget draft, overview of everything reduced to more manageable view page, easy to follow.

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- J. Logo talk, New logo. We love new design, contains wave, Rhododendron, dog and cat, and OCHS. Roll it out.
 - K. Wrap Thrift Store Truck with new finish and logo.
 - L. Handed info over to person who will be handling eBay. Ready to go. Great items will be entered on other sites also.
 - M. Communication to members is improving. Simple report on budget, financial position, update from the Board quarterly. Animal statistics, and happenings will be monthly
5. President's report
- A. Newport house is for sale, \$175K for house, \$75K adjacent lot.
 - B. Webinar on How to Prepare extensive paperwork for loan forgiveness (PPP) \$63.5K
 - C. Board members will sign and hand in copies of 'agreements' to keep in the fireproof vault at shelter
 - D. Retail Committee trying to bring more foot traffic into Boutique. Need better flow from T.S.
 - 1. Add garage to back side of T.S. for storage. City needs to confirm bldg. and breezeway
 - 2. Dog cutouts need to be painted decoratively for outside T.S.
 - 3. Possible to have better drop-off point? Some folks can't maneuver drop off and parking.
 - E. Help for virtual fund raiser, looking for committee.
 - F. We want to recognize a member who has left Board for health reasons. Decided on gift certificates and signed card.
6. Treasurer's report
- A. Request a motion for an internal audit. Last was a 'compilation' completed by an outside firm in 2014. "Motion to approve conducting an internal audit to ensure accurate records, review and strengthen financial controls, verify data to create a cleaner picture of current financial health while creating safeguards to protect OCHS assets and reputation." Motion seconded, discussion ensued, and motion was unanimously passed. Audit team has been named, including volunteers and Board VP.

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- B. Alley Cat Allies offering TNR webinar. Would like to develop partnership, models, grants and support. Also, community awareness of connection with them. Informative brochures are available to help with education in community.
- 7. Board discussion
 - A. Thrift Store will be open Thurs, Fri, Sat, as long as volunteers will be present. Masks on visitors are some small problem.
 - B. Sammie Seal Trail promo is including Thrift Store
 - C. New Kitty charms will be donated for charm trail.
- 8. Board discussion
 - A. KXCR radio could be used to partner and help expand fund raising for both in our service area
 - B. We have contract with the city to receive stray dogs from police
 - C. Follow up possible County contract for stray animals for further coast locations, as our dog census allows. Possible Douglas Co?
- 9. We need to improve photos of available dogs. Video also could be included on web page. Keep pictures fresh and changing. Discussion will ensue with staff and leaders to schedule photo shoots as needed. Our present band width will handle up-loads, slowly.
- 10. Remodel waiting for design specs and contact with architect.

Moved to Executive Session at 4:54

Returned from Executive Session at 5:00

Next Board meeting Aug. 8, 2020 @ 3:00

Board meeting adjourned at 5:03pm

Respectfully submitted,
Judy Roth, Secretary

