

**Oregon Coast Humane Society
Board Meeting Minutes
August 19, 2021
VIA Zoom video call**

Present: Shauna Robbers, Laurie Arms, Sandy Davidson, Mary Henry, Judy Thibault, Elizabeth Thompson.

Shauna **called the meeting to order** at 12:05, and the group moved into Executive Session at 12:06.

Minutes had been unanimously approved via email prior to the meeting.

Executive Director Report

Animal Stats - 95 animals in care today, including many foster kittens. **July intake:** 15 owner surrenders, mostly kittens; 2 returned dogs; 24 strays; 9 dogs from California. (California transfers are fully funded outside OCHS, including medical, and transport fees; a Portland rescue pays their shelter fees. We are exploring a partnership with another group in LA that will pay for us to take what are for us highly adoptable dogs.) **Adoptions:** 39 pets found homes, including lots of kittens. All but one of the California dogs were adopted within 72 hours. One special adoption: After 7 years, Murphy the cat has found a home, with help from a free ad in the *Register-Guard*. **Other outcomes:** Gage the dog, a longterm medical and behavior foster, was euthanized for medical reasons; 10 strays were returned to owners; and 13 kittens were transferred to Cat Adoption Team.

Events – Art for the Animals at Cottage Preschool raised \$412 and garnered front page above the fold coverage in the *Siuslaw News*. **Moshow the Cat Rapper's** events raised \$260 that we know of, including \$160 from New York. Donations from PayPal are hard to track, so it's likely more money was raised. Six animals were placed during his visit. He filmed several videos about our special needs adoptions while he was here, and will do more with materials Elizabeth provided. We also saw a jump in our social media following: Instagram +100 followers, growth to ~5300 followers on Facebook, and we are working with two volunteers to start using Tik Tok again. Good media around Moshow: *Eugene Weekly*, KLCC radio interviews, Coast radio spots, and front page of the *Siuslaw News*. Moshow was gracious with all the families who attended his book-signing, and especially tender with kids and elders. He wants to come back! Lots of Eugeners came due to *Eugene Weekly* – so we've asked them to run a free pet of the week, started this week.

Shorewood – Elizabeth met with their director about trapping feral cats there – thanks Barb Hall. A presentation to residents is postponed due to COVID until at least September.

Vet Clinic with Dr. Schaad is planned for August 25-27; none scheduled with him beyond that. Elizabeth is aggressively seeking additional veterinary support.

“Gorilla Girl” – Debbie McVickers and her sister continue to work toward a local premiere of this film, and report that the company has obtained a license renewal.

Volunteer/member picnic is on hold due to COVID.

Elizabeth is ensuring staff and volunteers understand the importance of masking and other **COVID protocols**. With so many people travelling between the shelter and thrift stores, we would likely have to quarantine both facilities in the event of an outbreak. Staff is limiting outside activities to minimize exposure.

Newsletter – The board wants to get a newsletter out soon, to celebrate our many wins, before we send an appeal for support. **ACTION ITEM:** Elizabeth requests content suggestions from board members ASAP: will start working on it on Sunday. Judy suggested many items from Elizabeth’s report would be a good start. Elizabeth also recorded several **PSAs** yesterday.

School events will start happening, but are on hold given the recent COVID surge.

Kitty Cam hasn’t come yet; we are still dealing with remodel and internet issues, but committed to moving ahead.

Kathy Parsons concert is still in the works for later in the fall; will do video and interviews for concert.

Thrift Store Volunteer Meeting – We had a great turnout of 24 people for a very productive meeting at Crossroads Church on August 3. (Special thanks to the church for welcoming us!) Great ideas included a pet of the week at the store, as well as information about specific animals so volunteers can advocate for our pets. Elizabeth plans a follow-up email to all Thrift Store volunteers.

Policies & Procedures: Lynne and Elizabeth are working on updating policies for the **thrift store**, including entering/leaving the building, product management (logging in and out any items leaving the building), daily reports to Elizabeth on sales and over/unders. Written **shelter policies** are also being updated, including personal protective equipment, volunteer onboarding, and entering/leaving the building. Elizabeth has reached out to Greenhill Humane and Mary has contacted Oregon Humane for examples of their policies to guide us.

Mary moved, and Shauna seconded adoption of **“Board Member Requirements and Qualifications”** section of the Policies and Procedures manual. Motion carried unanimously. With unanimous consent, the board also voted to put the bylaws changes adopted at the July meeting up for a vote of the members, using postal mail ballots.

Thrift Store – Elizabeth is enjoying the opportunity to work at the store and meet our supporters. We’ve seen great sales and received many compliments on the remodel. A donation of 300 high-quality pieces of clothing from the heirs of a local woman sold quickly for good prices following a Facebook post. After regretfully receiving Glenna’s resignation, Elizabeth plans to reconfigure the position to work on eBay and special projects, and cashier as needed. She plans to set up staging for eBay at the store. Given competing demands, we will not be doing 24-hour shipping.

HOT DIGGITY DOG!

Our new Fear-Free Dog Kennels are on their way! Here’s how you can help!

OCHS is looking for:

- Foster homes for dogs while the kennels are installed
- Volunteers to install the kennels
- Businesses and individuals to sponsor the last few kennels
- Forklift and operator to unload kennels when they arrive

Please call or stop by the shelter to learn more about how you can help.
Changing the world four paws at a time!

**Foster!
Adopt!
Volunteer!
Donate!
Join!**



OCHS
Oregon Coast Humane Society

OregonCoastHumaneSociety.org | 541-997-4277
2840 Rhododendron Dr., Florence OR 97439
Thrift Shop 1193 Bay Street
Annex 1179 Bay Street

Kennels have shipped and should arrive from the East Coast in about 2 weeks. Seven kennels have already been sponsored, including Goodwill. (A check presentation for publicity purposes is planned as COVID permits.) We need a forklift to unload the kennels, and requested this in the *Siuslaw News* ad this week. Elizabeth plans to use the installation to advance community-building and help find \$3,600 sponsors for the 8 remaining kennels.

Sandy asked Elizabeth about a bird being brought to the shelter. On Sunday a woman called saying she had found an injured seabird. We let her know we don’t do bird rescue and referred her to agencies who could assist. Despite this, she brought the bird to OCHS. Special thanks to our kennel attendant Nicci Crader, who stepped up to drive the bird to Newport Aquarium for rehab and release near Astoria. This shows, as Sandy pointed out, that the community views OCHS as the go-to organization for animals.

Sandy asked Elizabeth about animal care books at the shelter, and said she’d recently acquired a book on vet care in shelters. Are we starting a library? Elizabeth replied that sometimes people bring books in, and that we are also gathering books for kids to read to the animals, but mostly kids bring their own books.

President's Report – Shauna reminded the board that we need consensus about how to honor former board member Judy Roth's service, and the board agreed on suitable gifts. Shauna will follow up.

Elizabeth is working on purchase order system; thanks to Bob Mohler for sending old PO materials.

Lighting is installed in the back bedroom at the Annex. It looks great!

We need a location for this year's **Christmas store**. Volunteers would prefer it be held away from the thrift store, but we haven't found anyplace else the past couple of years. Discussion of possible venues followed; Shauna will follow up with Elizabeth's assistance as needed. We are well stocked this year, and recognize it is a tradition for some customers to line up on 11/1 to secure the best selection.

Vice President's Report – Judy asked Elizabeth about **website** progress. She reported that a new homepage is designed and a meeting planned for next week. They are focusing first on improving functionality, including fixing broken links, rather than graphic design.

Judy and Bridget finished the **internal audit** and Judy is putting together recommendations and analysis for the next board meeting.

The group moved to **Laurie's report** since she had to leave early. She has recruited a couple new thrift store volunteers to cover shifts during the staff transition, but it is a challenge. After discussion at the volunteer meeting, Chuck Dresselhaus is volunteering to upgrade the landscaping, and it is already looking better. Three volunteers have moved on, two citing COVID concerns. The Board will send thank-you cards.

Sandy asked if we could put up a sturdy tent for the Christmas Store, but it had been tried last year and didn't withstand our November weather.

Plans are on hold for a **mural** on the thrift store.

Treasurer's Report – Sandy is making sure **local banks** know customers can name OCHS as a beneficiary of their accounts, and Mary is working on forms for our new program for surviving pets.

Sandy continues regular contact with county representative Jeff Turk regarding **our lease** and hopes for more clarity about what the county will provide. Sandy has raised the issue of building a road connecting Rhododendron Drive and Kingwood for an additional tsunami evacuation route in light of many new city-approved developments along the river. This is part of the transportation plan; it would need to be paid for by developers. This would offer opportunities for OCHS as well, such

as re-routing deliveries to the back side of the shelter and the possibility of developing a dog park.

Sandy had not received board members' responses to the **risk tolerance** forms she'd submitted. Mary would like to adopt an investment policy and is conservative with investing donor funds. **Sandy will distribute current section of the Policies & Procedures manual to the board.** Bridget has now taken over **bookkeeping.** Sandy will work with her to regularize distribution of financial statements the week prior to the board meeting. Sandy offered to provide board members read-only access to QuickBooks if requested.

Secretary's Report – Mary reported a good meeting with **Western Lane Community Foundation**, where several funds provide support for OCHS. We should apply for their community grants for special projects.

Shauna met with Mary to **review a list of recent donors**, and other board members will be asked to do the same, to determine who is best-suited to deepen connections with donors. Elizabeth recruited a volunteer who typed up **forms needed for our new planned giving program**, and Mary is finalizing them and will get them to Shauna as soon as possible. The Information Management Project, AKA "IMP" is in the hands of the tech group, who hope to migrate donor data into **Salesforce** as soon as next week. Sandy asked if we could capture birthdays and send cards to donors, which Mary advised is possible. We also can send supporters special board-signed cards to celebrate Be Kind to Animals Week in early May.

The board went back into **Executive session** at 1:37, which ended at 1:49.

The **next meeting** will be held via Zoom at noon on September 8th. Mary will set up the call.

Meeting adjourned at 1:53pm.

Respectfully submitted,
Mary Henry
Board Secretary