

**Oregon Coast Humane Society  
Board Meeting Minutes  
May 9, 2024  
Conference Room TR Hunter Real Estate**

**Present:** Mary Henry, President; Shauna Robbers, Vice President (via Zoom); Cynthia Beck, Treasurer; Jill Simpson, Joe Zarate, Board Members; Elizabeth Thompson, Executive Director. Maire Testa, Secretary and Lisa Mullins, Board Member were excused.

**Call to Order:** Meeting was called to order by President Mary Henry at **10:05 a.m.**

**Check in:** President Mary Henry gave kudos to the team that put out the annual report. Also, kudos to Lisa Mullins for her work with the Strategic Planning committee. Mary announced that she accepted Lisa's resignation from the board due to severe health conditions. Her departure is a great loss, but nothing is more important than taking care of your health.

**Approval of Agenda:** Agenda was accepted with no additions.

**Approval of Minutes:** A copy of the minutes of the regular meeting was sent out prior to this meeting. A discrepancy was corrected. Motion to approve the minutes as corrected was made, seconded, and unanimously passed.

**Treasurer's Report/Finance Committee - Cynthia Beck**

**Financials:** Cynthia reported that she had no formal Budget to Actual report yet since she just received the information from the bookkeeper. She did report that Donations and Estate Sales have exceeded expectations, but we have less income from Adoptions. There was a discussion as to why the adoption income is less than expected and noted that lower adoption fees play a key role. Both the Thrift Store and Estate Sales are doing well. There was also discussion about enhancing the program descriptions on our tax return.

**Audit:** The fee for Singer/Lewak, the auditors we will be using for the audit required by our By-laws is \$27,000. A motion to approve the expenditure of \$27,000 for the audit was made, seconded, and unanimously carried.

**Building Expenses:** Cynthia brought up the subject of maintenance expenses. A discussion about what types of repairs are needed on both the shelter and the Vintage House, about hiring a maintenance manager, and about a monthly maintenance budget. It was decided that Elizabeth and Cynthia would review past expenses and produce some recommendations for a monthly maintenance budget.

## **Executive Director's Report - (copied and entered) Elizabeth Thompson**

**ANIMAL UPDATES:** As of today, we have 55 animals in our care (including 5 bottle baby kittens that arrived as I was creating this report!). We are actively seeking out more cats/kittens to bring into the shelter.

**ADOPTIONS YTD:** 187 **LOST ANIMALS REUNITED WITH FAMILIES:** 42

**APRIL INTAKE:** 23 owner surrenders, 4 returned adoptions (1 dog twice, 2 cats), 20 strays, 10 transfers in (dogs from Saving Grace, Marin Humane Society, Sacramento SPCA, and SPCA of Brazoria County in Texas), and 60 clinic animals (spay/neuter clinic with Dr. Thurk from Bend).

**OUTCOME:** 45 adoptions (18 dogs, 27 cats), 10 return to owners, 10 transfers out (cats to Bend rescue, dogs to Saving Grace and Marin Humane Society), and 60 clinic animals.

### **EVENTS AND COMMUNITY UPDATES:**

- The Three Rivers Foundation grant was not funded this year. Their priorities were Food and Education, and our request was not in those categories. We are still waiting to hear from WLCF and also applied for a \$3000 spay/neuter grant from Mapleton Community Foundation for Mapleton pets.
- The Volunteer Celebration Event at the FEC was really fun and we brought 19 volunteers!
- Volunteer of the Year Awards were given to Sherry Blunt (Shelter) and Debbie McVicker (Thrift Store). We also honored three long-term volunteers with Lifetime Achievement Awards: Joanna Trolinger, Lea Hokenson, and Dick Childs. Everyone was so surprised!
- Ocean Grinds fundraiser raised \$200 for the shelter pets! They also did a Thursday "Got Brewed" for the team at the thrift store!
- Our next estate sale is May 31st and June 1st on the West side of Greentrees, with a presale day for Greentrees residents on May 30th. Valerie has signed a contract for the next estate sale scheduled for June 28-29 at a gorgeous house south of Florence.
- ET's new Executive Assistant, Heather English, has started work. She's already navigated the post office and set up our nonprofit bulk permit! Our annual report was mailed and only cost \$0.22 - \$0.24 each!
- A donated 2020 Travel Trailer sold on May 5th for \$15,500. Two other cars were routed to careeasy.org with the proceeds from the sales coming to OCHS.
- Dr. Schaad is here this week for a vet clinic, including lots of OCHS animals needing dentals, mass removals, etc., along with some community cat spays and neuters.
- Annual Report has been mailed. Appeal letter is ready to go but has not been printed yet. We need to mail our board nominations and ballots ASAP. The annual meeting date has not been confirmed yet but will be in order to send that with the ballots.
- First Ems game of the seasons featuring OCHS animals is May 8th. The next game is on June 29th and OCHS will be featured in-between innings and get to throw out the first pitch!
- Rhody parade is on Sunday, May 19th. Our float theme is "Woofstock: Peace, Love, and Paw Prints." Work starts this weekend on building the float. We'll also have a booth at the Car Show on Saturday, a picnic for volunteers after the parade at the thrift store (which will be closed that day), and ET is judging the car show! It should be a fun weekend!
- Inaugural Wags & Whiskers Gala is happening on Friday, September 20th from 5-9pm. Event has been added on the Florence chamber calendar and an event has been created on Facebook. We are working on how to sell tickets now. DJ Al has been secured for a photo booth and music. Auction company has been contacted and is creating a bid for the event. Business sponsors will be solicited starting early next week. More details to follow soon.
- FYI - ET will be on vacation May 31-June 5. I'm heading to Maryland for my mom's 80th birthday.

Mary acknowledged the excellent job Heather English, the new EA is doing, and a discussion about her future duties ensued.

### **Planning and Culture of Learning – Mary Henry**

The committee hasn't met and with Lisa's resignation it needs to be decided how to proceed.

### **Public Information – Mary Henry for Maire Testa**

The Annual Report has gone out. Maire showed Mary and Elizabeth the home page for the new website. Mary is happy about the progress being made on the website. She and Maire are writing copy and Maire will continue to work on the website even though she will no longer be on the board.

### **Community Outreach Committee – Elizabeth Thompson**

**Gala:** Wags & Whiskers is name of the gala, and each year will be a different theme. This year's theme is the Black Cat Ball. The sponsorship letter is about to be mailed out and there is a list of businesses that will be solicited. Baker Boys Auctioneers will submit a bid. Still looking for an emcee and someone to run the Dessert Dash. There will be a Bottle Pull, a DJ, and a Photo booth. Elizabeth is meeting with Chair Angi Fowles and Diane Swart to go through the business force to work on donations. There will be 25 tables. Each Board member should work to fill a table. Working on how to manage ticket sales, getting silent and live auction items.

**Parade:** Float is ready to be decorated and is housed in the building next to the tennis courts on Kingwood. Theme is WoofStock and posters are amazing. People will be walking the dogs.

**Break at 11:03 a.m., called back to order at 11:10 a.m.**

### **Animal Welfare Committee – Jill Simpson**

Nothing to report as the next meeting isn't until next week. Lots of items on the agenda. Jill did talk about Fences for Fido and its partnership with Lane County. This past weekend, volunteers from OCHS and other areas built a fence here in Florence for a gentleman who was neither physically nor financially capable.

**Board moved to Executive Session at 11:18 a.m.**

**Regular meeting reconvened at 12:03 p.m.**

### **Committee Structure – Mary Henry**

With the seating of the new board, we will revisit committee assignments for the coming 12 months. With the resignation of Lisa Mullins, the **Strategic Planning** committee be on hiatus until new committee assignments are made.

**Next Meeting:** Open board meeting in June. The date and venue to be determined.

No further business was addressed.

**Meeting adjourned at 12:09**

Respectfully submitted,  
Maire Testa, Secretary  
Transcribed from recording