

**Oregon Coast Humane Society**  
**Annual Board Meeting Minutes**  
**August 21, 2024**  
**Conference Room, Siuslaw Public Library**

**Present:** Mary Henry, President; Jill Simpson, Vice President; Deb Ripley, Secretary; Cynthia Beck, Treasurer; Shauna Robbers, Board Members; Elizabeth Thompson, Executive Director. Leslie Garretson and Mitzi Hathaway, Guests.

**Welcome and Call to Order:** Meeting was called to order by President Mary Henry at 11 a.m. She welcomed all in attendance and iterated the mission of OCHS and our 30th year of service to our community. Kudos were passed along by President Henry to Joe Zarate for winning the “Heart on the Sleeve” award from Siuslaw awards as someone who is so very involved in this community. Nicci, staff member, had baby River this morning. Jill will spearhead effort to buy a gift from the board.

**Approval of Agenda:** Agenda was unanimously approved.

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

**Treasurer’s Report/Finance Committee - Cynthia Beck:** Treasurer Beck shared the budget vs. actual numbers (document attached). Although fundraising doesn’t look great, that may just be timing (the second yearly appeal was a bit late., Gala fundraising has been split out of “other” fundraising for now. Adoptions revenue is still down. Building maintenance is high this year due to a pump replacement. Treasurer Beck transferred out \$100,000 to money market account invested in treasuries (per a decision made by the board during July meeting). Fidelity investment account stands at over \$1.3M.

**Audit** –The auditing team has finished their fieldwork and all draft financial statements have been reconciled to QuickBooks. The auditor wants to see OCHS books done on an accrual basis, although OCHS has been working on a cash basis. The auditors’ statements will be done on accrual basis. A question of whether we to switch to accrual basis was floated. The answer -- Maybe if we apply for grants, where the auditor’s accrual-based statements might come in handy. The audit work has moved to senior auditor. When she completes her work, OCHS will get the final report.

**Executive Director Report (copied and entered) - Elizabeth Thompson:**

**CURRENT OCHS MEMBERS:** 363 (106 families, 230 individuals, 27 lifetimes)

This is 22 new members since our last board meeting.

**CURRENT PLAN FOR MY PETS MEMBERS:** 20+ (paperwork arriving daily)

**ANIMAL UPDATES:** As of today we have 110 animals in our care.

**ADOPTIONS YTD:** 350

**LOST ANIMALS REUNITED WITH FAMILIES:** 79

**JULY INTAKE:** 37 owner surrenders, 6 returned adoptions (dogs), 31 strays (13 cats, 18 dogs,) 1 seized/protective custody, 9 transfers in (small dogs from Marion County and Salem), and 14 clinic animals (spay/neuter).

**OUTCOME:** 61 adoptions, 18 return to owners, 4 euthanasias (3 senior medical cats, 1 small behavior dog), and 14 clinic animals.

**EVENTS AND COMMUNITY UPDATES:**

- \*Our Crafty Estate Sale at the Vintage House raised over \$20,000. All of the money raised goes to OCHS on this one. We still have fabric, yarn, beads, and rocks that are selling!
- \*Valerie and volunteers will attend the US Bead Warehouse's Rockin' the Coast Rock and Gem Show on August 24th and 25th. US Bead Warehouse has donated TWO tables to OCHS! They'll take the rocks, fossils, beads, and jewelry leftover from the Crafty Estate Sale along with a gorgeous estate collection that was just donated to OCHS from a local family.
- \*August 2-3 estate sale raised over \$4,000. This included some items where OCHS received all of the proceeds and some items where the proceeds will be split with the family. Final numbers are still being tallied.
- \*Modular office is currently being painted and prepped to arrive in Florence. We do not have a date yet, but it is happening!
- \*Annual report donations: 28 donations totaling \$2,095.
- \*Olivia appeal letter donations: 51 donations totaling \$6,840.
- \*Donation jars YTD \$5,024 with several ready to be picked up and counted again.
- \*Gala sponsorships so far: 23 totaling \$13,150. Silent and live auction items arriving daily! Thanks to everyone who is helping make this happen!
- \*The Florentine Estates Yard Sale happened on August 18th. We raised over \$2100 between the gate donations and bake/garage sale. Also, Juan from All Seasons Sanitation donated \$175 to OCHS from the proceeds he made providing the porta potties for the event.
- \*Three new Pet of the Week sponsors for the Siuslaw News: Brian Carmer - American Family Insurance, Albatross Records, and Best for Hearing. Thank them when you can!
- \*Shorewood Senior Living Pet Fashion Show is September 13th.
- \*We are still looking for one full-time and one or two part-time ACT's. Please spread the word!
- \*We are running a Large Dog Adoption special through September 15th. Dogs over 45 pounds who have been in our care for four weeks or longer are discounted to \$50! [6 of them right now]

Fun story to share – a person came in with a cute little Maltese dog who had just tried to bite the grandchild who lives with them and had to surrender the dog. OCHS had no room, but Elizabeth looked at the wishbook and found three people looking for a fluffy white dog. One of them had adopted a dog from OCHS last year who then passed away very unexpectedly (and soon). He had just gotten on the wishlist again. The Maltese went to this man. Both man and dog are doing great.

If someone is in front of a business in town giving away/selling puppies/kittens, please obtain them and bring to shelter.

Discussion: how do we get all these OCHS members involved in day to day volunteering? The volunteer pool is only slightly overlapping with the supporter pool. Volunteerism is down across the board in town. Elizabeth is hoping to hire for a Volunteer Coordinator Position soon (possibly staff member, Nicci, when she returns from

maternity leave). That position will be connected to United Way Lane County, with access to other volunteer coordinators and mentors.

The board recognizes and commends the OCHS staff for their excellent work during this time with a lot of work and fewer hands. Approved unanimously. Elizabeth will let the team know.

### **Planning/Culture of Learning:**

- **Committee Assignments**

See attached document (**OCHS Board Committees**) from President Henry. No discussion. Committee chairs -- please schedule next meeting and share that date and time.

**Strategic planning** – President Henry is reaching out to community members to be part of this committee, which will be working on the eight top line goals. Mary and Elizabeth will look at these and develop work for 2025. Any idea of people to add?

### **Revisiting policy on resale of fur and feathers (see document attached below)**

This is where the policy document was left in May. OCHS has been operating under the last paragraph. Discussion ensued. What do we do when objects appear at thrift store or as part of a household doing an estate sale made from animal hides, are Native American in origin, are made with feathers, etc? Do we contact FWD to come in once a year or so and take stuff? Do we absolutely not accept anything like that? Can we give families of estate sales resources for disposing of those things (such as fur coats) on their own?

A motion was made to pass this policy: “With the exception of food, wool, or leather goods like shoes or belts from farm animals such as cows, pigs, chickens and sheep, neither OCHS nor our representatives shall accept donations or resell on our behalf animal parts, including fur, feathers, hides, ivory or taxidermy. This policy governs all activities, including the Thrift Store, estate sales, online merchandising, and event auctions” Motion was seconded. Vote was 3 in favor, 2 opposed. Motion carried.

Deb will do more research on other organizations policies (archives, other animal welfare-focused thrift shops) after September.

Deb and Elizabeth will work together to figure out what to do with what we have (after September). Elizabeth will work with the thrift shop to make sure policy is in place.

- **Board Handbook Updates:**

How many board members have this document? Who wants to continue to receive it on paper? Who wants it available online? Decision to make updated document a hidden webpage on the new website. Mary, Deb, Maire will work on that (after gala).

### **Fundraising and Marketing Committee:**

#### **Community Outreach Committee:**

- **Gala update – Deb Ripley**

Over \$13,000 in cash sponsorships. Thank You/acknowledgements will come from Salesforce after gala so we can say “because of your support, we raised...”. Shauna, Mary and Elizabeth are working with folks on paddle raise. Tickets are basically sold out.

## **Program Committee:**

- **Animal Welfare Committee – Jill Simpson**

A new, more friendly volunteer handbook is completed and being distributed., thanks to Elizabeth, Pam, Jill. Nicci and Jill did volunteer orientation. Concern was expressed for long term bigger dogs and how to get them adopted. Cynthia and Adrian are working with Mark Curran on getting some of the dogs certified through the Canine Good Citizen program. Need examiner to get dogs approved (Tyler is a possibility). Is the staff involved and aware of what we're trying to accomplish with CGC? Elizabeth will check in with Pam to make sure staff is involved.

## **Nominations:**

Leslie Garretson and Mitzi Hathaway will contact Mary to get any questions answered and receive nomination forms to the OCHS board, if they are interested in joining.

**Closing thoughts:** Mary is delighted to be part of this high-functioning team. Please let her know what to add to agenda, especially things the board could use for education. Mary is President until end of June 2025 and the board needs to start succession planning. What does board look like starting July 1, 2025. How can we transition plan?

**Next meeting:** 3<sup>rd</sup> Wed of Sept. 18 September at 11am. Elizabeth will find location.

**The meeting was adjourned at 12:36pm**

Respectfully submitted,

Deb Ripley, Secretary

## **OCHS Board Committees**

### **August 2024**

#### **Animal Welfare**

*The Animal Welfare Committee is required by the OCHS By-Laws, and is chartered to support the staff and provide guidance in all aspects of animal welfare within the shelter and across our community.*

Jill Simpson, chair; David Ankerstjerne, Cynthia Beck, Mark Curran, Adrian Powell; Pam Bailey staff.

#### **Community Outreach**

*The Community Outreach Committee works to deepen and strengthen OCHS's relationships with our community through marketing, events, and fundraising.*

Deb Ripley, chair; Joe Zarate, Jan Pizarro, Shauna Robbers, Angi Fowles, Maire Testa; Valerie Swensrud staff.

#### **Finance**

*The Finance Committee makes sure OCHS is a good steward of our donors' money. The group drafts budgets for annual operations and capital improvements, provides budget oversight and financial statements, manages audits, and develops policies relating to finance, investments, and gift acceptance.*

Cynthia Beck, chair; Mary Henry, Denise Horton; Elizabeth Thompson and Jenny Rankin staff.

#### **Nominations/Board Development**

*Only board members may be on this committee, which is required by our By-Laws to be composed of the President, Vice President, and one other board member. The committee is responsible for overseeing board elections, the annual board retreat, and board professional development.*

Mary Henry, chair; Jill Simpson, Vice President, Cynthia Beck.

#### **Strategic Planning**

*The Strategic Planning Committee develops a vision for the future of OCHS, drafts & reviews strategic goals and annual plans for board approval.*

Mary Henry, chair; Jan Pizarro, Mark Curran, Kenna Graunke, Debbie Ubnoske, Rick Mills; Elizabeth Thompson staff.

## **Shall OCHS adopt a policy relating to the resale of fur, feathers or animal parts?**

### **BACKGROUND:**

Our thrift store and our estate sale team are presented with the option of receiving donations of items made of fur, feathers or other animal parts. As an organization dedicated to the prevention of cruelty to animals, this presents a dilemma. Shall we protect and empower everyone at OCHS with a clear policy to fall back on, especially when dealing with well-meaning members of the public? This is a thorny issue, requiring careful consideration, for example:

### **AGAINST ACCEPTING SUCH DONATIONS:**

- Animals are raised in sometimes inhumane conditions and then killed specifically for the purpose of creating furs. By benefitting from the resale of these items we are contributing to public acceptance of this cruelty.
- Resale of parts of certain fur or feathers can result in violations of federal and international laws governing trade in endangered species.

### **FOR ACCEPTING SUCH DONATIONS:**

- The animals whose pelts or parts are being resold are already dead. Doesn't it make sense to allow their remains to be used to benefit living animals? Some people suggest donating furs to humane organizations for this specific reason.
- Such a ban presents a complication in dealing with thrift store donors or prospective clients when contracting for an estate sale.

We are not the first nor the last to navigate this issue, but we are elected to serve as the voice of this community. Each of us comes from different backgrounds and experiences; together we can make an informed choice for our organization. For your consideration, here are two possible draft policies for us to discuss:

*"With the exception of food, wool, or leather goods like shoes or belts from farm animals such as cows, pigs, chickens and sheep, neither OCHS nor our representatives shall accept donations or resell on our behalf animal parts, including fur, feathers, hides, ivory or taxidermy. This policy governs all activities, including the Thrift Store, estate sales, online merchandising, and event auctions."*

OR

*"When accepting fur, feathers, or other animal parts, we shall not place the items on display in our store or at our estate sale. Instead, we shall consign them to a specialty dealer who will sell the items on our behalf."*

**Oregon Coast Humane Society**  
**Budget/Actuals to July 31, 2024**

		Budget to July 31 2024	Actual to July 31 2024	\$ Variance	% Variance		Actual to July 31, 2023
<b>REVENUE</b>	Endowment & Trust Distributions	111,625	183,808	72183	65%	Positive is GOOD	90,436
	Donations	79,508	125,202	45694	57%	Positive % means	74,030
	Fundraising	104,213	16,191	-88022	-84%	we brought in more than expected	28,362
	Gala		21,274				
	Estate Sales	21,000	33,278	12278	58%		13,925
	Grants	5,833	5,000	-833	-14%	Bear in mind, figures are based on annualised income. Some deficiencies are due to timing	17,500
	Shelter Revenue						
	Animal Income	93,858	57,820	-36038	-38%		
	Sales & Services	32,958	20,627	-12331	-37%		
	Net Thrift Store Revenue	153,342	147,254	-6088	-4%		154,033
<b>TOTAL REVENUE</b>		<b>\$ 602,337</b>	<b>\$ 610,454</b>	<b>\$ 8,117</b>	<b>1%</b>		<b>\$ 494,358</b>
<b>EXPENSE</b>	Bank & Merchant Fees	6,285	6,097	-188	-3%	Negative is GOOD	5,357
	Legal & Professional	19,833	13,043	-6790	-34%	Negative % means	14,689
	Audit		5,000				
	Administrative Payroll	53,977	34,341	-19636	-36%	we spent less than budgeted	33,995
	Administrative Expenses	3,390	2,393	-997	-29%		
	Business Taxes and Insurance	23,917	23,683	-234	-1%		12,550
	Fundraising Payroll	48,950	28,054	-20896	-43%		14,773
	Other Fundraising	12,108	10,895	-1213	-10%		3,986
	Shelter Expenses			0			
	Vehicle	1,458	1,158	-300	-21%		1,296
	Adoption Support	5,950	1,037	-4913	-83%		4,675
	Animal Maintenance	14,233	7,171	-7062	-50%		11,827
	Animal Medical	116,958	84,561	-32397	-28%		107,451
	Maintenance	3,150	1,829	-1321	-42%		2,492
	Office	6,388	1,736	-4652	-73%		2,013
	Resale Merchandise	9,042	3,220	-5822	-64%		5,625
	Shelter Facility	28,525	36,380	7855	28%		29,039
Shelter Payroll	241,025	210,105	-30920	-13%		214,479	
<b>TOTAL EXPENSES</b>		<b>\$ 595,189</b>	<b>\$ 470,703</b>	<b>-124486</b>	<b>-21%</b>		<b>\$ 467,212</b>
<b>TOTAL NET REVENUE</b>		<b>\$ 7,148</b>	<b>\$ 139,751</b>	<b>\$ 132,603</b>			<b>\$ 27,146</b>
<b>Thrift store Detail</b>							
<b>REVENUE</b>	Sales	192,500	181,439	-11061	-6%		178,225
<b>EXPENSE</b>	General/supplies	5,338	3,725	-1392	-26%		3,298
	Payroll	30,087	27,062	-2824	-9%		15,435
	Facility	3,733	3,398	663	18%		5,459
<b>SUBTOTAL STORE EXPENSES</b>		<b>39,158</b>	<b>34,185</b>	<b>-3553</b>	<b>-9%</b>		<b>24,192</b>
<b>NET STORE REVENUE</b>		<b>\$ 153,342</b>	<b>\$ 147,254</b>	<b>\$ (6,088)</b>	<b>-4%</b>		<b>\$ 154,033</b>