

**Oregon Coast Humane Society
Board of Directors Meeting Minutes
May 21, 2025, 11:00 a.m.
OCHS Modular Building**

Present: Joe Zarate, Vice President; Cynthia Beck, Treasurer; Leslie Garretson, Secretary; Susan Williams, Marchel DeMersseman, Board Members; Shauna Robbers, Board Member via Zoom; Elizabeth Thompson, Executive Director.

Absent/ Excused Mary Henry, President

Check-In/Opening thoughts/Kudos: Everyone chimed in doing well and gave well wishes to Mary Henry

Call to Order: Meeting was called to order by Cynthia Beck at 11:05 am

Approval of Agenda: A motion to approve the agenda was made, seconded, and unanimously carried.

Approval of Minutes: A motion to approve the minutes for March, April, and March 5th Special Board meeting was made, seconded, and unanimously carried.

Finance: Treasurer Cynthia Beck provided budget actuals included herein.

ACTION ITEM: Elizabeth to check in with accountant for Square reports and estate sales. Tax extensions have been filed. Budget committee to meet and go over finances and the former Oceanside building operations. Board to set a threshold for Elizabeth to make decisions on repairs for the former Oceanside building. Board to approve \$100,000 threshold for repairs. A motion to approve the threshold was made, seconded, and unanimously carried.

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

Executive Director's Report May 21, 2025 (As aligned with OCHS strategic goals)

Current animals in care: 125

Current memberships: 367 (218 individual, 121 family, 28 lifetime)

Adoptions YTD: 218

Community animals seen at clinics: 239

Lost animals reunited with families: 70

I. Build and operate an animal shelter for our community that will:

a. Be a model of excellence in the care and sheltering of dogs and cats.

TO DISCUSS: Should OCHS adopt a vegan/vegetarian policy for events? Please review <https://animalplacefoodforthought.org/> to learn more.

APRIL 2025 INTAKE:

- 22 Owner Surrenders (21 cats, 1 dog)
- 4 Returned Adoptions (3 small dogs, 1 cat)
- 4 Seized/Custody/Service In
- 36 Strays (25 cats, 4 dogs)
- 4 Transfers In (small dogs from Marion County Animal Services)
- 28 clinic (spay/neuter clinic)

APRIL 2025 OUTCOME:

- 35 Adoptions including Cappie, adopted by Marchel and her hubby!
- 2 Euthanasia (1 kitten, 1 senior dog)
- 16 Return to Owner

- 2 died in care (young kittens)
 - 27 clinic (spay/neuter clinic)
- b. Enhance the provision of veterinary care in the shelter and our community.
- Western Lane Community Foundation \$10k grant was funded. The celebration luncheon is on Tuesday, July 8th at the Rotary meeting. ET would like one board member to attend to accept the award.
 - We are still trying to get bids finalized on Oceanside!
- c. Maintain healthy pet population levels in our service area.
- Dr. Tamay Guevera has been coming to the shelter each week for spay/neuter surgeries and wellness exams.
 - She'll also shadow Dr. Schaad when he is here this week for our spay/neuter clinic May 21-23.
- II. Strengthen the organization to support building and operating of a model animal shelter by:
- a. Building the capacity of our organization to sustain growth.
- We are currently interviewing for the Shelter Manager position. Hopefully a job offer will be made in the near future.
 - Our initial round of first interviews included seven people, and two more have been scheduled for this week. Second interviews are also being held this week and early next week.
- b. Deepening relationships with our community.
- May's volunteer orientation on May 9th hosted 22 new and returning volunteers. Our next volunteer orientation will be on June 6 from noon until 2pm at the shelter. Join us to learn more about ways to help the animals!
 - OCHS won Best Non-Commercial Float in the Rhody Days Parade this year! Special thanks to board members Marchel, Joe, Cynthia, and Mitzi for their help with this event! Four paws of thanks to Community Outreach Coordinator, Valerie, for planning the float and picnic that followed the parade! Recognition also goes to Angi Fowles and Brooke Shenson who sewed the sailor collars and dog bandanas. Angi also donated the fabric for these!
 - The Thrift Store is hosting a Storewide Sale and Yard Sale Memorial Day weekend. There will be a clothing bag sale (\$7 to fill a bag of clothing), and 20% off storewide. They can always use extra volunteers for this event, so stop by if you can help or contact Valerie for more information.
 - OCHS was nominated for a Siuslaw Award again this year! We're nominated for "Innovation of the Year." The Awards ceremony is on June 13th. Hopefully a donor will sponsor a table again this year so that we can bring some of our team to the event.
 - Congratulations to our 2024 Volunteers of the Year who were honored on April 30th at our Volunteer Appreciation event. They are Cynthia Beck (Shelter), Jon Marcotte (Thrift Store), and Trudy and Krisi Maderos (Community Events). The Siuslaw News even ran an article and their pictures on the front page of the paper!
 - OCHS Thrift Store will be hosting Business After Hours on June 5. Join us for snacks, drinks, and adoptable pets! If you're able to provide a sweet or savory snack, please let Valerie know. Last year 130 people attended this event at the thrift store!
 - ET will be at Greentrees speaking about emergency preparedness for pets on June 12th.
- c. Ensuring adequate resources for operating and capital expenses.
- The City of Florence is currently reviewing our request to increase our annual contract for housing stray dogs from \$5k to \$10k. If approved, this will go into effect for our contract that begins on July 1st.
 - The Spring appeal letter featuring Baxter has raised \$13,300 from 100 donors.

- Bottle Drop's Earth Day Give program raised an additional \$148.60 with their 20% match. We've also received another check this year, so we've raised \$4,600 so far!
 - The Shelter Cove estate sale has been finalized. The sale earned \$5,456 and was split with the family. Thanks to our estate sale team for prepping and holding the sale in just a few weeks!
- d. Upholding financial responsibility in the use of our resources.

- Now that Dr. Tamay is on our team, public surgeries and wellness clinics will increase. We're ordering the last few pieces of equipment for Oceanside and plan to begin using the facility in June for shelter surgeries and community clinics.
- e. Being an employer of choice.
- Nicci is very close to completing her Karen Pryor Dog Training program! She's already implementing important updates to dog play groups, education for adopters, and training programs for our animals. We are so proud of her and can't wait to see how this impacts both shelter and community dogs in Florence.
 - Jaclyn completed her Maddie's University Marketing class and has already been using what she learned to create new educational and promotional materials for OCHS.
 - ET completed her Maddie's University class, too, and earned 14 credits towards her CAWA (Certified Animal Welfare Administrator) certification. She hopes to take the exam later this year.

Events And Community Updates: Rhody Days went well, OCHS won Best non- commercial float.

Planning/Culture of Learning:

- **Strategic Planning Committee:** Oceanside building – still waiting on contractors to finish placing bids with the needed projects.
- **Nominations Committee:** Board elections are coming up and board members have accepted nominations. Ballots will be mailed out by Elizabeth and Jaclyn on May 30th. All ballots must be returned by June 24th to provide a final count at the annual meeting on June 29th. Board will be putting forward 8 members for the nominations. Will be choosing five 3-year term board members.
- **Fundraising & Marketing:** Job listing to be posted soon for fundraiser position.
 - **Community Outreach Committee:** Working on breaking down barriers to make adopting a more welcoming experience. Gala dates are set and will be held at the Casino.
- **Animal Welfare Committee:** On temporary hold till after board elections

Board moved to Executive Session at 11:37 a.m.

Regular Session reconvened at 11:59 a.m.

Closing thoughts: Jan expressed her gratitude for being on the Board and left at noon. Cynthia commended the snacks for today's meeting.

Next meeting: Sunday, June 29th at the Yurt at Honeyman

Adjournment: The meeting adjourned at 12:05 p.m.

Month	Oregon Coast Humane Society							
3	Budget/Actuals to March 31, 2025							
			Budget to March 31 2025	Actual to March 31, 2025	\$ Variance	% Variance	Notes	Comparison March 31, 2024
	REVENUE	Endowment & Trust Dist.	28325.00	20679.00	-7646.00	-27%	Positive is GOOD	39808.00
		WLCF DePue	69000.00	67374.00	-1626.00	-2%		68000.00
		Donations	57750.00	27484.00	-30266.00	-52%	Positive % means we brought in more than expected	51094.00
		Fundraising	9075.00	4558.00	-4417.00	-49%		2891.00
		Direct Mail Appeals	7500.00	13450.00	9105.00	121%	Incl. Holiday Appeal	
		Christmas store	0.00	0.00				
		Gala	0.00	100.00				
		Estate Sales	10000.00	3055.00	-6945.00	-69%	Bear in mind, figures are based on annualised income	18784.00
		Grants	2500.00		-2500.00	-100%		
		Shelter Revenue					Some deficiencies are due to timing	
		Animal Income	28000.00	25470.00	-2530.00	-9%		26420.00
		Sales & Services	13250.00	15685.00	2435.00	18%		8189.00
		Net Thrift Store Revenue	71004.75	78276.00	7271.25	10%		51893.00
		TOTAL REVENUE	\$ 296,404.75	\$ 256,131.00	\$ (40,273.75)	-14%		267079.00
	EXPENSE	Bank & Merchant Fees	2643.75	2534.00	-109.75	-4%	Negative is GOOD	2295.00
		Legal & Professional	5965.00	6470.00	505.00	8%	Negative % means we spent less than budgeted	4658.00
		Administrative Payroll	23752.50	22277.00	-1475.50	-6%		14371.00
		Administrative Expenses	2737.50	2769.00	31.50	1%		322.00
		Bus. Taxes and Insurance	12125.00	14270.00	2145.00	18%		8795.00
		Fundraising Payroll	27277.75	13121.00	-14156.75	-52%		12638.00
		Other Fundraising	1907.50	2787.00	879.50	46%		4674.00
		Gala	0.00	0.00	0.00			
		Shelter Expenses		0.00	0.00			
		Vehicle	1000.00	69.00	-931.00	-93%		521.00
		Adoption Support	4012.50	239.00	-3773.50	-94%		
		Animal Maintenance	5275.00	3532.00	-1743.00	-33%		2700.00
		Animal Medical	44025.00	54935.00	10910.00	25%	**** see below.	45108.00
		Maintenance	1050.00	1110.00	60.00	6%		1297.00
		Office	1425.00	480.00	-945.00	-66%		600.00
		Resale Merchandise	4375.00	880.00	-3495.00	-80%		1317.00
		Shelter Facility	11912.50	13578.00	1665.50	14%		15123.00
	Shelter Payroll	115990.00	110000.00	-5990.00	-5%		96764.00	
		TOTAL EXPENSES	\$ 265,474.00	\$ 249,051.00	\$ (16,423.00)			211183.00
		TOTAL NET REVENUE	\$ 30,930.75	\$ 7,080.00	\$ (23,850.75)			
	Thrift store Detail							
	REVENUE	Sales	\$ 87,500.00	94057.00	6557.00	7%		65923.00
	EXPENSE	General/supplies	\$ 1,575.00	1057.00	-518.00	-33%		1201.00
		Payroll	\$ 13,332.75	13129.00	-203.75	-2%		11500.00
		Facility	\$ 1,587.50	1595.00	7.50	0%		1329.00
		SUBTOTAL STORE EXPENSES	\$ 16,495.25	15781.00	-714.25	-4%		14030.00
		NET STORE REVENUE	\$ 71,004.75	\$ 78,276.00	\$ 7,271.25	10%		51893.00
				Investment Income: Fidelity (realized)		\$ 20,394.00		
				Investment gains LPL (unrealized)		\$ (5,629.00)		
				Bank Interest		\$ 21.00		
	**** young dog named Bindi. hospitalized for +/- 5 days medical care costs in the region of \$14000. total.							