



**Oregon Coast Humane Society
Board of Directors Meeting Minutes
August 20, 2025, 11:00 am
OCHS, Modular Building**

Present: Mitzi Hathaway, Vice President; Cynthia Beck, Treasurer; Marchel DeMersseman, Secretary; Leslie Garretson; Krii Maderos; Trudy Beck; Elizabeth Thompson, Executive Director; Jaclyn Parker Executive Assistant. **Absent;** Excused Joe Zarate

Call to Order: Meeting was called to order by Cynthia Beck at 11:15 am

1. **Approval of Agenda:** A motion to approve the agenda was made, seconded, and unanimously carried.
2. **Approval of Minutes:** A motion to approve June 2025 minutes was made, seconded, and unanimously carried.
3. **Finance Report:** Treasurer Cynthia Beck report (attached)
We are a little behind on income but our expenses are under control. Net revenue is about 1% off. The thrift store continues to take in record profits. Likewise estate sales are also doing very well. We set a very ambitious budget plan for this year and while we are not quite to plan, we are doing very well with good balances in bank accounts and investments. Large expenditures have occurred for the purchase and outfitting of Oceanside, but we are still within plan. Our tax returns are complete and ready for review by Cynthia with a copy to Elizabeth. We are currently looking for a new platform to manage donor data. Beth provided data on donors showing an increase this year.
4. **Executive Director Report** (copied and entered) - Elizabeth Thompson:
August 20, 2025
(AS ALIGNED WITH OCHS STRATEGIC GOALS)
Current animals in care: 127
Current memberships: 397 (234 individual, 135 family, 28 lifetime) - 9 more than last month
Adoptions YTD: 461
Community animals seen at clinics: 370
Lost animals reunited with families: 116
 - 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.**
 - JULY 2025 INTAKE:**
 - **26 Owner Surrenders**
 - **4 Returned Adoptions** (2 cats, 2 dogs)
 - **3 Seized/Custody/Service In**
 - **51 Strays** (45 cats, 16 dogs)
 - **12 Transfers In** (small dogs from Sacramento and Saving Gizmo's Friends)
 - **56 clinic** (spay/neuter and microchip/vaccine)
 - JULY 2025 OUTCOME:**
 - **88 Adoptions**
 - **1 Euthanasia** (senior dog belonging to an OCHS volunteer)
 - **14 Return to Owner**
 - **1 died in care** (senior hospice cat Laurel)
 - **56 clinic** (spay/neuter and microchip/vaccine clinics)

b. Enhance the provision of veterinary care in the shelter and our community.

- Oceanside updates:
Siding has been completed aside from one window that they're waiting to get. It looks good!
Exterior painting will start soon. After it's completed the siding team will come back to reinstall gutters, wires, etc. that are currently loose so that they can be painted under.
New flooring in the downstairs reception area has been installed. The carpet will be replaced upstairs in September or October (it's already been ordered).
A quote for xray equipment has arrived and ET is working with the donor to make sure that it is sponsored.
Baseboards throughout downstairs still need to be installed.
IDEXX lab equipment has been moved to Oceanside and is up and running for in-house bloodwork.
Dental imaging equipment (that came with the purchase of Oceanside) is now operational thanks to Dr. Montes and our IT Queen Shannon Sheets.
New printer/copier will be delivered and installed before next week's SPAY-PAWLOOZA event.
- Ribbon cutting event is on hold until we get the building completed inside and out. Stay tuned for the new date. We're hoping for late September but there are still a lot of moving parts to figure out first.

c. Maintain healthy pet population levels in our service area.

- SPAY-PAWLOOZA will be August 27-30. We've got Drs. Schaad, Thurk, Guevara, and possibly Montes participating. Our goal will be 100 cat surgeries on August 28th. We're currently seeking more volunteers to help with recovery and logistics on the days of the clinic, specifically on August 28 and 29.

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.

- One new Animal Care Techs has joined our team. Stop by and meet Cammie when you can!
- Data Queen (and star volunteer) Beth Hatcher has been reviewing relationship platforms to possibly replace Salesforce with something more user-friendly and intuitive. We've got two previews planned this week to get demos of software that would manage our donor, adopter, volunteer, and member databases.

b. Deepening relationships with our community.

- July 26th's Power of Florence event generated lots of pet food donations and other necessary supplies. Thanks to our volunteers who took dogs and talked with our community supporters.
- OCHS has been invited to participate on September 7 at the "Beat the Wave Tsunami Quest Launch" from noon til 2pm on the boardwalk by Bay Street. It will include a pet walk!
- September 20th will have two events: the Mapleton Fall Harvest Festival at the Mapleton Saturday Market and a Duck Race at Darling's. Details to follow!
- On October 11th OCHS will have a table at the Disaster Preparedness Event at the FEC. We've also offered to have Jaclyn speak about pet disaster readiness.

c. Ensuring adequate resources for operating and capital expenses.

- Our proposal to Lane County to purchase the current property on Rhododendron Dr. will be presented to the Board of Commissioners on September 9 or 23. ET will attend and present information about OCHS.
- Our Summer Appeal letter is going to print this week and will be mailed ASAP. It features a small dog, Arnold, who lost his way in Mapleton and was found after 20 days.
- We just received another check from Bottle Drop for \$1500.

- Our last estate sale generated close to \$10k, so approximately \$5k netted to support the animals.
- Our next estate sale will be held September 5-6. The woman is a longtime supporter of OCHS and has an incredible marble collection!
- Donation jars have raised \$4,325 so far this year.

d. Upholding financial responsibility in the use of our resources.

- Next week's SPAY-PAWLOOZA event will raise quite a bit of money, even with us offering vouchers and reduced fees for our neighbors who qualify. Clinics so far have raised \$19,957 so far this year.

e. Being an employer of choice.

- We are ready to post for the fundraising position and volunteer coordinator position as soon as we get the Shelter Manager person in place. We now have two potential internal candidates. We're also interviewing for extra support staff for Oceanside.
- ACTION ITEM: It's time to start shopping for health insurance for our team for next year. It's critical that we secure insurance because some of our employees are losing their current healthcare due to recent decisions at the federal level. Is there anyone on the board who'd like to help navigate this with Elizabeth?

Exec Dir Report Discussion:

- We are looking for a volunteer coordinator and fundraiser staff since Mary had that knowledge and experience but is no longer on the board. The fundraiser position will work on building relationships in the county. Mitzi will perform a salary assessment for the positions as the previously discussed salary range might be a bit too high. There is someone moving to Florence soon with animal welfare grant writing experience who wants to volunteer at OCHS as a grant writer.
- Hope was brought into the shelter in very poor condition. After appropriate medical care and fostering by Cynthia, she is doing very well back in the shelter with someone interested in adopting her.

5. **Board Training:** Training is set for September 6, 2025 at Lane County Community College. Training will be provided by Russ Pearson. It is expected to run about 6 or so hours. Coffee, snacks and lunch will be provided, Marchel and Leslie will also bring treats and snacks. Our board has gone from a working board to more of a governing board. We are defining what falls to staff, vs. committees. Russ will help us clarify that and navigate the changes. This training will give us all a common framework and language to work from going forward. Cynthia to provide start time and room number.

6. **Dog walking trail signage:** Background: The shelter has marked dog walking trails on our leased property. We are careful to instruct our dog walking volunteers of safety protocols when walking these trails. This includes everyone taking the trails in the same direction. Some of our dogs can be highly reactive. All dogs are on leash at all times. When the city made improvements to Rhododendron Drive it constructed a graded public parking area at the bottom of New Hope Lane. This is not on our leased land. Community members park on the lot, see our trails through the trees and walk their dogs there. On Sunday, while walking a shelter dog, a volunteer was startled by a large off-leash dog on the trail. The two people walking the trail were going in the opposite direction to our protocol. They did not respond when asked to put their dog on leash. Currently there is nothing to tell members of the public that they are on shelter property. They would have no knowledge of our safety protocols. They frequently disregard leash laws. We need signage at the entrance to this and other trails on our property to indicate this is "shelter property, no public access". Without any signage I believe we are potentially putting our shelter dogs and volunteers in harm's way.

Discussion: The board moved, seconded and approved the request to install signage. Trudi brought up the issue of people not adhering to the leash laws which everyone agreed is a problem here in Florence. However, Cynthia clarified that while it is a community problem, it is not an OCHS problem. Krisi volunteered to record a

PSA for the shelter's instagram page to highlight the issue.

7. Other Business:

- Next week's clinics at Oceanside - addressed by Exec Dir report
- Ribbon Cutting Plan - no new date set, but a preference for a Friday was expressed
- Ongoing agenda prep - to be completed by the Secretary with input from Elizabeth and other board members. Secretary will send out reminders for input a few days before each meeting
- Committee Reports - Leslie reported that Val has asked for the committee to support her efforts as the Community Outreach Coordinator staff member. A need to add people to Val's workgroups was mentioned. At present Val, Jaclyn and Elizabeth plan events. A need for clarification of the purpose of the outreach committee was expressed. The idea of sub committees or large events was discussed.
 - The Rubber Duck event is set to happen at Darling's Marina. Val prefers a September date for better weather purposes. This is to be finalized at the Friday, August 22 Outreach Committee meeting (Note: Outreach meeting was subsequently cancelled and the Duck event was set for September 21.)

8. **Next meeting** – September 17th, 11:00 a.m. at the OCHS modular building

9. **Adjournment:** The meeting was adjourned at 12:20 am