



**Oregon Coast Humane Society
Board of Directors Meeting Minutes
September 17, 2025, 11:00 am
OCHS, Modular Building**

1. **Call to Order:** Meeting was called to order by Joe Zarate at 11:05 am
2. **Roll Call:** Joe Zarate, President; Mitzi Hathaway, Vice President; Marchel DeMersseman, Secretary; Leslie Garretson; Krisi Maderos; Elizabeth Thompson, Executive Director; Jaclyn Parker Executive Assistant. Absent; Cynthia Beck, Treasurer; Trudy Beck
3. **Approval of Agenda:** A motion to approve the agenda was made, seconded, and unanimously carried.
4. **Approval of Minutes:** A motion to approve August 2025 minutes was made, seconded, and unanimously carried.
5. **Executive Director Report:**
(AS ALIGNED WITH OCHS STRATEGIC GOALS)
Current animals in care: 125
Current memberships: 420 (248 individual, 144 family, 28 lifetime) - 23 more than last month
Adoptions YTD: 528
Community animals seen at clinics: 523
Lost animals reunited with families: 123
 - 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.**

AUGUST 2025 INTAKE:

 - 28 Owner Surrenders
 - 14 Returned Adoptions (6 cats, 8 dogs)
 - 5 Seized/Custody/Service In
 - 50 Strays
 - 3 Transfers In (2 small dogs from Saving Gizmo's Friends, 1 small dog from Lincoln County Animal Services)
 - 161 clinic (spay/neuter surgeries and critical care - WOW!)

JULY 2025 OUTCOME:

 - 74 Adoptions
 - 2 Euthanasia (senior dog brought in for euthanasia & a small behavior dog)
 - 17 Return to Owner
 - 1 died in care (neonatal kitten)
 - 159 clinic (this means we kept two clinic animals for adoption during clinic)
 - b. **Enhance the provision of veterinary care in the shelter and our community.**
 - Oceanside updates: Carpet install upstairs scheduled for late October. Bids for painting upstairs are now being accepted (volunteers are exhausted and cannot continue). Volunteer Leslie Honey is currently gathering furniture, etc. for the apartment, kitchen, and bath upstairs to make it cozy for vets and students to stay. Siding and exterior painting has been completed. Exterior lighting needs to be reinstalled. Parking lot has been painted thanks to our volunteer team.
 - c. **Maintain healthy pet population levels in our service area.**
 - SPAY-PAWLOOZA was an incredible display of community support. We had three vets there and saw almost 150 animals. 133 spay/neuter surgeries were completed, including

119 community cats. Five OCHS dogs received extensive dentals, one OCHS dog had a cherry eye repaired, one critical senior dalmatian received care, and two critically injured kittens arrived and were treated during the four-day event. Huge thanks to the vet/medical team as well as our volunteers who made everything run smoothly. ET is currently working on a press release about the event.

- Surgeries are happening two - four days a week now at Oceanside, and Toenail Tuesdays have also transitioned to the space.

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.

- Two more new ACT's have been hired - Tracy Anderson and Lacey Pool. This means we can start moving OCHS team members to Oceanside full-time to get the clinic operating four days a week! Hooray!
- ET, Maire, and Jaclyn are working on a sponsorship/naming opportunities document for Oceanside. Mary Henry will review and provide feedback, and then we'll begin approaching donors for opportunities to have a lasting legacy at our vet clinic.

b. Deepening relationships with our community.

- OCHS participated in the "Beat the Wave Tsunami Quest Launch" and one of our adoptable dogs - a pit bull named Nelson - found his forever family at the event!
- September 20th will have two events: the Mapleton Fall Harvest Festival at the Mapleton Saturday Market and a Duck Race at Darling's. Special thanks to volunteers Ann Martin, Trish Barberick, and Cindy Keily for getting sponsorships from The Friends of Florentine (\$250), Shippin' Shack (\$200), Burch's Roofing (\$200), and US Bead Warehouse (\$100). Special thanks, too, to board member Krisi Maderos and team member Valerie Swensrud for their HILARIOUS social media coverage for the event. We still have a lot of ducks to sell, so keep sharing it on your social media platforms and with your friends!
- On October 11th OCHS will have a table at the Disaster Preparedness Event at the FEC. Jaclyn may speak about pet disaster readiness.

c. Ensuring adequate resources for operating and capital expenses.

- ET is scheduled to present to the Lane County Board of Commissioners on September 30th regarding the purchase of our shelter property.
- Our summer appeal letter about Arnold has raised \$5,690 with 55 donors.
- Our last estate sale was incredible! The team raised over \$23k so far and there are still items being sold through the thrift store that will go towards the sale. Thanks to Valerie for leading our volunteers on this special project. She's gone and looked at several other houses recently and is making decisions based on our schedule of events for the fall season.
- The Thrift Store just had their second month of sales over \$41k in a row! Congratulations to the Dream Team of staff and volunteers making this happen!

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

- Fire marshal inspection just happened at the humane society building, and fire extinguishers have been replaced as needed or tagged when appropriate at all locations.
- Thrift store and humane society parking lots were repainted by volunteers Frank Elswick, Tim McGinnis, David Ankerstjerne, and Dick Childs. Thank them the next time you see them - they saved OCHS thousands of dollars through this effort!

e. Being an employer of choice.

- We are currently interviewing for the Shelter Manager position. We've also posted a part-time Thrift Store Keyholder position. Stay tuned for updates!
- Nicci completed her Karen Pryor Dog Training course on September 13th. We're anxious to hear her assessment results so that we can congratulate her and share with the community that there's a positive reinforcement trainer in Florence and at OCHS to help them work with their dogs in a fear-free, science-based way!

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?

Items discussed include staffing issues which have become a serious problem. There are currently two candidates being considered for the shelter manager position. The Estate Sale Team needs new people to help which will allow us to process more estate sales in the future. Mini Pet Mart made a large donation of pet food that is being used to feed 350+ community animals that access our pet food bank. Assistance with staff health care options for 18 employees is needed and Marchel volunteered to help. Elizabeth will reach out to CSNW to start the process and get it into the budget for next year.

6. Committee Reports:

- a. **Finance:** No formal report this month in Cynthia's absence but she reports we are still in good shape.
- b. **Community Outreach:** The Rubber Ducky event is coming up September 20th. So far between 400 and 500 ducks have been sold. There was a discussion about the mission of the COC. The COC is about more than events. It should be eloquent about OCHS programs, knowledgeable and helpful about keeping pets in homes. Provide information about what to do in particular situations. Work is being done to create a 'tri-fold' to include in relocation packets, the Chamber and the visitors center.
- c. **Strategic Planning:** The committee starts back up on October 6.
- d. **Animal Welfare:** The committee is still on hiatus.

7. Unfinished Business:

- a. **Board Training Recap:** Training was held September 6, 2025 at Lane County Community College provided by Russ Pierson. Board members attending all felt that it was a worthwhile and bonding experience that yielded some new ideas about improving how we operate on the board. Some of those ideas are included in #8 New Business. Need follow up to ensure Russ was paid.

8. New Business: A motion to table this discussion until Cynthia's return was seconded and approved.

- a. Establish a committee to review and update the Board by-laws
- b. Potential follow on training specific to OCHS programs, people and resources
- c. Update and/or develop policy for committees
- d. Discuss format and content of Board documentation. Should they strictly follow Robert's Rules?

9. Announcements – Volunteers are needed for the shelter receptionist. OCHS is too short handed to handle the volume of calls. The clinic can go to a cell phone, is it possible to have the shelter phone do the same? Need and update from Hyak

10. Next meeting – October 15th, 11:00 a.m. at the OCHS modular building

11. Adjournment: The meeting was adjourned at 12:20 pm