



**Oregon Coast Humane Society
Board of Directors Meeting Minutes
October 15, 2025, 11:00 am
OCHS, Modular Building**

1. **Call to Order:** Meeting was called to order by Joe Zarate at 11:01 am
2. **Roll Call:** Joe Zarate, President; Mitzi Hathaway, Vice President; Cynthia Beck, Treasurer; Marchel DeMersseman, Secretary; Trudy Beck; Krisi Maderos. Absent; Elizabeth Thompson, Executive Director.
3. **Approval of Agenda:** Moved 'Executive Session' agenda item from #4 to #8. Then a motion to approve the agenda was made, seconded, and unanimously carried.
4. **Approval of Minutes:** A motion to approve September 2025 minutes was made, seconded, and unanimously carried. Cynthia Beck abstained as she was not present for that meeting.
5. **Executive Director Report:** Read by Cynthia Beck

(AS ALIGNED WITH OCHS STRATEGIC GOALS)

Current animals in care: 115

Current memberships: 438 (260 individual, 149 family, 29 lifetime) - 18 more than last month

Adoptions YTD: 580

Community animals seen at clinics: 624

Lost animals reunited with families: 142

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.

SEPTEMBER 2025 INTAKE:

- **22 Owner Surrenders** (5 dogs, 17 cats)
- **4 Returned Adoptions** (3 cats, 1 dog)
- **3 Seized/Custody/Service In**
- **39 Strays**
- **9 Transfers In** (8 small dogs from Saving Gizmo's Friends, 1 small blind tripod dog from Sacramento)
- **73 clinic patients**

SEPTEMBER 2025 OUTCOME:

- **49 Adoptions** (including Buckie, a senior pomeranian with medical concerns)
- **1 Euthanasia** (German Shepherd Nelly due to multiple aggressive incidents)
- **16 Return to Owner**
- **1 died in care** (neonatal kitten)
- **65 clinic**
- **28 Transfers Out** (2 cats to Sanctuary 101, 26 cats to Cat Adoption Team)

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

- Oceanside upstairs painting has been completed and the carpet will be installed within the first two weeks of November. Then upstairs will be reset and ready for overnight visitors.

- ET has contacted OSU vet school and a teacher there about opportunities with us, as well as another relief veterinarian in central Oregon who does High Quality High Volume Spay Neuter.
 - c. **Maintain healthy pet population levels in our service area.**
 - Dr. Tamay Guevera is performing surgeries on Tuesdays and Wednesday every week at the clinic.
 - Dr. Schaad is here from Portland October 15-17 for clinics. He and Dr. Tamay will be performing surgeries on OCHS and community animals for three days.
 - October 6 Microchip/Vaccine clinic had a full schedule, including some wellness exams. We are starting to schedule wellness exams for community animals when time permits each week.
 - Our next Microchip/Vaccine clinic is October 27.
- 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.**
 - New ACT Justin Helt has joined us in a part-time role. He brings a wealth of experience from his career as an Animal Welfare Officer, Shelter team member, and more from California.
 - The fall newsletter should go out by the end of the month and will feature updates on our vet clinic and access to care for community animals.
 - b. **Deepening relationships with our community.**
 - Thanks to OCHS volunteers who attended the Mapleton Fall Festival to represent OCHS. They even took a shelter dog for the day!
 - The Rubber Duck Roundup was a great success! We raised over \$11k and had a great time. The event was featured on the front page of the Siuslaw News, too!
 - OCHS participated in the Disaster Preparedness Event on October 11 at the FEC. Thanks to Valerie for presenting about Emergency Preparedness for Pets!
 - ET will be the featured speaker for Rotary on October 28, and for Kiwanis on December 3.
 - We are about to welcome our first Work Experience and Supported Work Program participant through DHS. This is an opportunity for a person accessing government assistance to gain valuable work skills. Our new team member will be joining us on the cat team working 15 hours a week that is paid by the State of Oregon, not OCHS. Hopefully there will be more participants interested in work experience opportunities with us in the future for the thrift store and clinic.
 - c. **Ensuring adequate resources for operating and capital expenses.**
 - ET's presentation to the Lane County Board of Commissioners about purchasing the shelter property has been bumped to November. Stay tuned!
 - Our summer appeal letter about Arnold has raised \$7,510 with 75 donors.
 - Estate sale was just finalized, and we raised over \$28k at the sale - split between OCHS and the estate! Thanks to our volunteers who made it so profitable by donating their time to help!
 - PAW-liday store opens on November 1st. We hope to raise over \$20k at this event!
 - Pictures with Santa Paws and Ms. Claws will be held on November 22nd at Florence Shipping Solutions and Mini Pet Mart on December 7th. Times are 11am-2pm. Santa Paws and Ms. Claws will be played by Dan and Teresa Lofy this year! For animals who are frightened of Paws & Claws, a setting will be created so that holiday pictures can still be done for pets with or without their guardians.
 - Our holiday appeal letter will be mailed towards the end of November.
 - We just received another \$1500 check from Bottle Drop. The Holiday Bottle Drop begins in December. During that time 20% extra will be donated to OCHS by Bottle Drop for all bottle drop items.
 - d. **Upholding financial responsibility in the use of our resources.**
 - The skirting on the modular office building at the shelter was just completed so that the permit can be finalized.

- The ramp on the front of the Vintage House is being removed and stairs are being added instead before the Paw-liday store opens. There will still be wheelchair/walker accessibility from the back entrance for our visitors.

e. **Being an employer of choice.**

- Congratulations to Nicci Bello who is now a Karen Pryor Academy Certified Training Partner (KPA-CTP). We have our very own certified trainer on staff now! She's also started her private dog training business in Florence called Ripple Effect Dog Training LLC. Please share with anyone needing support for their dog!

Congratulations to Lynette Mitchell who has been promoted to Thrift Store Manager! We'll have a new employee joining the Thrift Store team named Kim Santo - stop in and make her feel welcome!

6. **Committee Reports:**

- Finance:** The Financial report was provided. The thrift store and a recent estate sale have made significant contributions to the health of OCHS finances. While we are still a bit behind projections, upcoming events
- Community Outreach:** The Rubber Ducky event was very successful and netted about \$11,000 for the shelter. Preparations for the Paw-liday Store are underway for an open date of November 1. Other holiday events in planning stages include: Pet Holiday Photos, Gingerbread house contest, tree lighting and parade, the Volunteer Holiday Party at the Vintage House. Future events including a wine maker's dinner for the President's club and a gala are being planned for next year.
- Strategic Planning:** The committee met on October 6. From the notes that were sent out post meeting, it appears the committee is analyzing how best to move forward with structure and purpose in alignment with the existing Strategic Plan. The chair asked for information on how to Zoom in a member of the committee who is returning to California for the winter but wishes to remain involved in committee activities.
- Animal Welfare:** The committee is still on hiatus, but expects to reconvene in the near future. A clear mandate for the role and purpose of this committee is required.

7. **Unfinished Business:** These topics were discussed, but no decisions were made as the ED was not present. Ideas included bringing these topics to the Board retreat in January and inviting Mary to share what her vision was for the Board. Then this new board can decide to either divvy up what Mary was doing, or perhaps move in another direction. In the meantime Marchel will start reviewing the existing documentation in the Board handbook.

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

8. **Executive Session:** The Board entered Executive session at 12:30 and exited at 12:50.

9. **New Business:** With the resignation of Leslie Garretson from the board, two candidates were put forward for the open interim board position, Susan Williams and Mark Curran. The board unanimously voted to bring Susan Williams onto the board.

10. **Announcements** – Tax returns are available for viewing. An open board meeting needs to be planned for December.

11. **Next meeting** – November 19th, 11:00 a.m. at the OCHS modular building

12. **Adjournment:** The meeting was adjourned at 1:04 pm