



OCHS Board of Directors Meeting Minutes

**May 4, 2026, 2:00 p.m. to 3:00 p.m.
OCHS, Modular Building**

1. **Call to Order:** Meeting was called to order at 2:04 p.m.
2. **Roll Call:** Joe Zarate, Susan Williams, Jill Macfarland, Krisi Maderos, Elizabeth Thompson, Cynthia Beck, Marchel DeMersseman
3. **Approval of Agenda:** approved
4. **Approval of March Meeting Minutes:** approved
5. **Executive Session:** entered 2:06, ended 2:29
6. **Executive Director's Report:** (prepared for the April 15 meeting which was postponed to this date)
Current animals in care: 65
Current memberships: 380 (224 individual, 126 family, 30 lifetime)
Adoptions YTD: 153
Community animals seen at clinics: 452
Lost animals reunited with families: 31
 - 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.**
MARCH 2026 INTAKE:
 - 27 Owner Surrenders (10 dogs, 17 cats)
 - 2 Returned Adoptions (cats)
 - 5 Service In (protective custody dogs)
 - 26 Strays (9 dogs, 17 cats/kittens)
 - 178 Clinic patients
 - 6 Transfer In (dogs from Josephine County and Marion County - both Oregon shelters)
MARCH 2026 OUTCOME:
 - 40 Adoptions
 - 15 Return to Owner
 - 1 died in care
 - 1 Euthanasia

- **167 Clinic** (this means we accepted 11 animals from clinic into the shelter since the “in” and “out” numbers don’t match)
 - **5 Transfer Out**
- b. Enhance the provision of veterinary care in the shelter and our community.**
- Our first OSU Vet preceptor student is here this week. She’s shadowing Dr. Tamay and Dr. Montes. Volunteers are feeding them lunch each day, too!

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

- Our next Vaccine/Microchip clinic is April 23rd. The schedule is already full with a waiting list for cancellations.

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.

- Our Spring appeal letter featuring Henry the dog has been mailed. So far we’ve received 53 donations totaling \$7,730.
- Our next President’s Club event will be held on May 1st. We tentatively plan to hold it at the vet clinic to show everyone the new laser therapy equipment.

b. Deepening relationships with our community.

- Our next volunteer orientation will be held on Saturday, April 25th at 11am at the shelter.
- Our Volunteer Celebration at the Woahink yurt had approximately 60 attendees. The Volunteers of the Year are:
Shelter: Tim McGinnis
Community Events: Frank Elswick and Meghan Lewis
Thrift Store: Bonnie Kelley
Vet Clinic: Sandra Rankin
- We had a Girl Scout troop tour and complete service hours at the shelter on April 2nd. They made cat scratchers, filled Kongs for dogs, and visited with our animals.
- Valerie and Dr. Montes are currently working on a field trip for 2nd grade students from Siuslaw Elementary. We are really excited about it!
- The grant was submitted to Western Lane Community Foundation. We are waiting to hear back if it will be funded to increase support for the SARA program helping emergency cases for pets in our community.
- Elizabeth spoke to the PEO group on April 9th about the ways we support community animals and their humans.

c. Ensuring adequate resources for operating and capital expenses.

- The Heceta South estate sale was held on March 27-28. It was a smaller property and raised over \$3k.
- The next estate sale will be held May 1-2.

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

- The side yard repair at the shelter has been completed, including gutters and

- additional roofing to keep the concrete area behind the cattery dry.
 - We are still finalizing the bid for the Thrift Store garage update.
- e. Being an employer of choice.**
- The Shelter Manager position has been posted nationwide on Indeed, LinkedIn, Humane World, AAWA, and Best Friends websites. *UPDATE: Justin Helt has been promoted to Shelter Manager.*

UPCOMING EVENTS

May 1-2: next Estate Sale

May 1: President's Club event (location TBD)

May 17: Rhody Days parade and Volunteer picnic afterwards (at the vet clinic)

June 4: Business After Hours at the Thrift Store

June 24: Eugene Emeralds Baseball game with shelter dogs

June date TBD: Annual Members' meeting to introduce new board members

August 15: Annual Volunteer Picnic at East Woahink shelter

September date TBD: Rubber Duck Round-Up

October 21: Public Board Meeting (location TBD)

December 31: Black Cat Ball at Florence Events Center

BOARD OF DIRECTORS ELECTIONS DEADLINES

May 1, 2026: Nomination forms due

May 15, 2026: Ballots mailed to members

June 15, 2026: Ballots due at humane society for voting

7. Committee Reports:

- a. Financial: Cynthia reports that we are in great financial shape. After some discussion on investments, the Board unanimously approved to move 80k from Fidelity and OPB CDs to Edward Jones investments. The Board also approved an additional 50K for clinic improvements.
- b. Animal Welfare: Cynthia - Meeting set for next week. Screening for upper play yard has been ordered.
- c. Community Outreach: BCB budget has been trimmed back to 4k for decor.

8. Unfinished Business:

- a. Status of converting OCHS donor and volunteer data from Salesforce to Bloomerang: Set for May 18. Systems will be unavailable for three days.
- b. Approve Clinic Code of Conduct - approved.
- c. Status of property signage - Part of the green trail is on OCHS property. Elizabeth will work with Valerie
- d. Move the first public meeting of the year to March going forward. Between the January retreat and the February public meeting regular business was not addressed for two months in a row. This item will be put before the new Board when they are sworn in.

9. New Business: The preceptorship program is going very well.

10. Future Vision: At the annual retreat, many good ideas were brought forth for discussion. Unless a separate committee is formed to address these, the Secretary believes they should remain on the agenda in some form (perhaps action items). Some can be implemented relatively quickly and inexpensively. Others can be considered within the future upgrade and expansion project. The list below details some of the suggestions but is not all inclusive.

- a. Improve volunteer orientation and onboarding processes, develop set schedules, recruit more youth volunteers
- b. Identify and mark property boundaries
- c. Build property barriers
- d. Improve flow for dog walks (fencing, remove washer, define one-way walk pattern)
- e. Create a kennel space for long term dog residents
- f. Create a dedicated area for adoption activities
- g. Create 'Real Life' rooms
- h. Create an indoor quiet space for dog meet and greets
- i. Identify and market 'turnkey' dogs
- j. Increase social media presence for adoptable pets; for example put a GoPro camera on a dog's collar for a 'day in the life' profile
- k. BIG DREAM - free clinic for all pets in need

11. Announcements:**12. Adjournment:****13. Action Items**

Assigned	Action	Status Date	Status
All	Establish short term committee to review apparel possibilities	3/18/2026	pending
TBD	Update documents, submit drafts to board for approval: • Charter templates • Nominations form • By-laws	3/18/2026	pending

TBD	Print confidentiality agreements and bring to the March regular business meeting for all to sign. (Note: it would be cool if this could be made and E-sig process)	318/2026	pending
Board	Add update to Mission Statement to Strategic Planning committee agenda when it restarts	3/18/2026	pending

Next Meeting: Public Meeting June 27, 2026, 11:00 a.m. OCHS Clinic