

ONTARIO COUNTY HUMANE SOCIETY  
 BOARD OF DIRECTORS  
 MEETING MINUTES  
 May 22, 2019, 12:00 noon

MEMBERS	ATTENDANCE	OTHERS PRESENT
Linda Vaughn, President	X	Bill Martin
Deirdre Crofton, Vice President/Treasurer	X	Dianne Faas
Jill Juffs, Recording Secretary	Excused	Guest: Scott Harman
Elizabeth Mattison, Corresponding Secretary	X	
Tina Bloom	Excused	
Kerry French	X	
Kurt Koczent	X	
Robert Koczent		
Dr. Dana Coover, Veterinarian	X	
Gina Jacques	X	

Topic	Discussion	Action
Call to Order	President Vaughn called the meeting to order at 12:08 p.m.	
Introductions	President Vaughn introduced visitor Scott Harman to the Board. Scott had expressed an interest in becoming a board member and was invited to a meeting to introduce himself, share his bio and get some background on the purpose and works of the board.	
Minutes - April 24, 2019 Board Meeting	Minutes were deferred until next month.	
Board Treasurer's Report	Deirdre Crofton presented the treasurer's report. Discussion took place whether to move monies into the spay/neuter account. For now it was decided to table this until the outcome of the current cruelty case. <b><i>A motion was made by Dana Coover, seconded by Kerry French to accept the finances as presented. The motion carried unanimously.</i></b>	

<p>Director's Report</p>	<p>Bill Martin, Director provided the following updates:</p> <ul style="list-style-type: none"> <li>• Introductory meetings with Town Clerks have begun. The main issue discussed was complaints with dog control- primarily Farmington &amp; Victor</li> <li>• Looking to hire a full-time ACO</li> <li>• June 24<sup>th</sup> scheduled meeting with Cornell at the training center</li> <li>• Entrance uplift has been completed</li> <li>• Spay/neutering and microchipping continue to done to shelter animals</li> </ul> <p><b>Note: Kurt Koczent requested that the number of Spay/neutering and microchipping be added to the Shelter report monthly going forward.</b></p> <ul style="list-style-type: none"> <li>• Marketing the coins has begun. Will be put on Facebook, shown at events attended and word of mouth from other organizations</li> </ul>	
<p>Manager's Shelter Report</p>	<ul style="list-style-type: none"> <li>• 33 dogs in residence as of 4/1/2019</li> <li>• 26 dogs impounded during the month</li> <li>• 15 were redeemed by their owners</li> <li>• 8 adopted to new owners</li> <li>• 0 euthanized</li> <li>• 36 boarded in kennels on 5/1/19</li> <li>• Responded to 128 complaints of which 81 were dog related</li> </ul> <p>Other updates provided:</p> <ul style="list-style-type: none"> <li>• Monitoring health of all animals</li> <li>• When animals are adopted - post to Facebook - this is being worked on to implement</li> <li>• Animals up for adoption are being taken to public events to be out there and seen</li> <li>• 30 cat intakes occurred</li> <li>• An employee bitten by a cat this morning - cat sent to be checked for rabies</li> </ul> <p>A discussion took place on having associates vaccinated for rabies. <b>A motion was made by Dana Coover, seconded by Kurt Koczent to approve providing shelter associates with the Rabies vaccination at a no cost to the associate. The motion carried unanimously.</b></p> <ul style="list-style-type: none"> <li>• Veterinarians at both Phelps and Eastview animal hospitals have come on board to help with shelter animals care</li> <li>• Cruelty case which involves 2 cats and 5 horses</li> </ul>	

<p>Committee Reports Fund Raising</p>	<ul style="list-style-type: none"> <li>• Tails on Trails - held April 27, 2019 - went well, there was a lack of vendors, we received \$51.00 in donations -hopefully they will continue and grow in future years</li> <li>• Chicken BBQ - held May 18, 2019 - went well 300 dinners, sold out - need to review if we keep doing this event as the cost of the chicken has gone up do we really make enough to continue??</li> <li>• Chicken BBQ - scheduled for September 14, 2019</li> <li>• Coin Challenge- design is complete and ready to Market the coin</li> <li>• Possible Canandaigua Event -a local lady has donated the use of her property to hold an event for free - President Vaughn is getting all the details and will report back to us next meeting.</li> </ul>	
<p>County Compliance meeting</p>	<ul style="list-style-type: none"> <li>• Met with the County to review and update the compliance checklist which is almost complete</li> <li>• President Vaughn passed out copies of a Whistleblower Policy and a Board of Conduct Policy for board review. <b><i>A motion was made by Kurt Koczent, seconded by Gina Jacques to adopt and update both the Whistleblower and the Board of Conduct policies to be used by the Ontario County Humane Society. The Whistleblower policy will be incorporated into the Employee Handbook and a signed copy of it will be put into the associate's employee file confirming they have read the document. The motion carried unanimously.</i></b></li> </ul>	

Old Business	<ul style="list-style-type: none"> <li>• <i>May 3<sup>rd</sup> 2019 meeting:</i> Board members Kurt Koczent, Linda Vaughn, Tina Bloom and Rob Koczent as well as staff associates Bill Martin and Dianne Faas met with officials Mayor Polimeni, CA City Manager John Goodwin, Geneva City Manager Sage Gerling and Deputy County Administrator Brian Young. Issues were discussed and resolved with good dialect. Planning a meeting in September 2019 and have an open door forum.</li> <li>• <i>Dixon/Schwabl meeting:</i> Rob and Linda met with them and they are very excited to work with us. They will help us brand ourselves. The next meeting is scheduled for 5/31/19. They would like to have OCHS hold an event at Eastview - to be discussed.</li> <li>• <i>Parade Crew Tee Shirts:</i> Shirts have been ordered (10) of each size for adults and children - cost \$700.00</li> <li>• <i>Cornell Review Update</i> Scheduled for June 24 &amp; 25<sup>th</sup>. Cornell coming in to do an evaluation of the shelter</li> </ul>	
New Business	<ul style="list-style-type: none"> <li>• <i>New attorney</i> - Bill Walker Pheterson &amp; Spatorrio Firm. Brocklebank has sold his firm and the OCHS County files have been given to the new attorney for reviewing</li> <li>• <i>3-21-19 Law Regarding Requesting Donations</i> - any materials or websites that are requesting donations must have the Attorney General's website and phone number on it</li> <li>• <i>Annual New York State Shelter/Rescue Registration</i> - all advertisements are required to have the registration number on it.</li> </ul>	
Adjournment	Meeting adjourned at 1:04 p.m.	
Next Meeting	<b><i>Wednesday, June 26, 2019, 12:00 noon in the Board Room.</i></b>	