

ONTARIO COUNTY HUMANE SOCIETY
 BOARD OF DIRECTORS
 MEETING MINUTES
 July 24, 2019, 12:00 noon

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

Topic	Discussion	Action
Call to Order	President Vaughn called the meeting to order at 12:03 p.m.	
Review Minutes – June 26, 2019 Board Meeting	The minutes were reviewed and <i>a motion was made by Dana Coover, seconded by Elizabeth Mattison to accept the June 26, 2019 meeting minutes as presented. The motion carried.</i>	
Board Treasurer’s Report	Deirdre Crofton presented the treasurer’s report. <i>A motion was made by Tina Bloom, seconded by Robert Koczent to accept the finances as presented. The motion carried unanimously.</i>	

Director's Report	<p>Bill Martin, Director, provided the following updates:</p> <ul style="list-style-type: none">• During the month of June and July the animal control officer completed dog licensing enforcement in the towns of Farmington and Victor. This enforcement is planned to continue during the month of August and will focus on the towns of Manchester, Naples, Seneca and Canandaigua. The City of Canandaigua will also be included.• The shelter provided assistance as well as information releases to the press in the case of the abducted dog "Truffles". The dog has been reunited with her owner and an arrest was made. Happy ending!!• The Ontario County Humane Society participated in the 176th Ontario County Fair. The shelter's booth was located in the Merchantile II building with our ambassadors, Mikki and Ned were present to promote the operations of the shelter and were overwhelmed with attention. Ned was later adopted by an Ontario County Sheriff Deputy.• The County is performing work on the items Cornell addressed during their visit.• Revamping monthly report would like to provide copies to the County Board and the Town Clerks so they see what we do.	
-------------------	---	--

<p>Manager's Shelter Report</p>	<ul style="list-style-type: none"> • 44 dogs in residence as of 7/1/2019 • 25 dogs impounded during the month • 13 were redeemed by their owners • 10 adopted to new owners • 0 euthanized • 46 boarded in kennels on 7/1/19 • Responded to 154 complaints throughout Ontario County <p>Other updates provided:</p> <ul style="list-style-type: none"> • \$500 free radio spot for the shelter started mid-July • The website has been updated with more pictures • Adoptions for both dogs and cats seem are going well. The website specials are working to bring helping bring people into the shelter • Micro-chipping, spay/neutering and vaccinations continue to be done. • A part time kennel staff member was hired. She is attends BOCES Flint and she is catching on quite quickly. She has been a big help with staff out on vacation this month. 	
<p>Committee Reports</p> <p>Fund Raising</p>	<ul style="list-style-type: none"> • The Paws for Fall event scheduled for 10/6/19 from 1-3 p.m. is coming together. It is an open house at the Shelter with free cider and donuts, pumpkin decorating, face painting, pony rides, vendors, Sheriff K9 demonstration and much more. 	
<p>County Compliance</p>	<ul style="list-style-type: none"> • Board member training is a work in progress still unclear what the State training exactly is. Our lawyer is investigating the matter. • Risk management policies are being addressed and it will take time to put the complete policy packet into place. 	
<p>Cornell Evaluation</p>	<ul style="list-style-type: none"> • Clinical shelter protocols are being developed • Operational protocols are being written • Discussion on the list of recommendations • Volunteering is increasing 	

Sexual Harassment Training	After brief discussion, <i>a motion was made by Dana Coover, seconded by Tina Bloom to have the attorney provide training for shelter staff. The motion carried unanimously.</i> A date will be scheduled.	
Board Assessment	<ul style="list-style-type: none"> • Once everyone has completed the assessment it will be discussed by the group 	
2019 Goals	<ul style="list-style-type: none"> • President Vaughn reviewed the status of the 2019 board goals. <ul style="list-style-type: none"> ○ Spay/neuter all shelter animals that are up for adoption (<i>completed and ongoing</i>) ○ Microchip all adopted animals (<i>completed and ongoing</i>) ○ Hire Cornell University of Shelter Medicine to evaluate all shelter operations (<i>near complete</i>) ○ Develop a 3-5 year strategic plan (<i>work in progress</i>) 	
Colony Caregivers	<ul style="list-style-type: none"> • Mayor Polimeni asked that OCHS and Colony Caregivers meet with two representatives from each organization for open dialogue. President Vaughn and Kurt Koczent will go to represent OCHS and Kurt has asked that board members email him with any items the majority would like to have discussed. Currently looking at possible dates during the week of July 8th or July 22nd. 	
Dixon Schwabl proposal	<ul style="list-style-type: none"> • Kurt had emailed board members a copy of the Dixon Schwabl proposal for rebranding and updating the shelter's website for their review. • Discussion took place on the proposal costs and could certain sections be purchased instead of purchasing the entire package. • The board is requesting other vendor proposals to review prior to making any type of decision. 	

New Business	<ul style="list-style-type: none"> • Excellus insurance for 2020 – Linda requesting hard copies of the information that can be reviewed and discussed at the next meeting. • Provide data monthly on the number of cats received at the shelter and how many were adopted and euthanized • New contract is needed between the County and the shelter – once in place the shelter staff will receive their rabies vaccination from the County. This is currently being worked on. 	
Adjournment	<p><i>A motion was made by Elizabeth Mattison, seconded by Tina Bloom to adjourn the meeting. The motion carried. The meeting ended at 1:43 p.m.</i></p>	
Executive Session	<p>The board went into an executive session at 1:44 p.m. for a personnel discussion and adjourned at 2:00 p.m.</p>	
Next Meeting	<p><i>Wednesday, August 28, 2019, 12:00 noon in the Board Room.</i></p>	