

Mississippi Critterz  
Board of Directors Meeting Minutes  
November 12th, 2018

Meeting: 119 Chestnut Drive Oxford, MS. 38655

Meeting called to order at 7:03 pm.

Members Present: Gail Brown – President, Brandee Ledene – Vice President, Natascha Scott – Treasurer, Aynslee Smith - Secretary, Kayla Shaver, and Rush Mayo.

Members Absent: None.

Visitors: Janice Antonow – Oxford City Liaison  
Greg Pinion – City Director of Building and Grounds  
Zach Hetrick – Animal Control Officer

The motion was made to revise the agenda to add the ACO Report presented by Gail Brown/Zach Hetrick as new business first on the agenda. The motion was made to accept the change by Rush, and Brandee seconded the motion, with all in favor of accepting the agenda as submitted with the addition.

Minutes were reviewed for the previous meeting, and Brandee made the motion to accept the minutes as written with Natascha seconding the motion. All were in favor to accept the minutes as written.

New Business:

First on agenda, Gail ACO report from October 1 to October 15<sup>th</sup> as follows: 10 City calls with 6 dog intakes, 1 regarding stray cats redirected to 9 Lives Cat Rescue, 1 dog neglect at Archive Apartments which was investigated and turned over to OPD, 1 missing dog, and 1 dog at large which was not located. Zach presented ACO report for October 16<sup>th</sup> to October 31<sup>st</sup> as follows: 10 City calls, 4 County calls, with intake of 3 dogs, 4 dogs returned to owner, with no verbal or written warnings. Janice stated how ACO report should be presented for Alderman meeting with more detailed written report for the Mayor.

Next, Janice and Greg gave an update on the building. In regards to pest control, Janice recommended Drewery Pest Control for an estimate to contract for shelter. Greg stated the building was treated twice before MS Critterz occupied it. Unfinished room and floors stain was eroded by over usage of bleach. For walls, use a block sealer to be able to paint walls. City currently does not have funding to finish, but think about how we want to utilize to finish at a later date. Janice stated the drainage system is in good condition. Gail stated her husband made a drainage trap for adult kennels and will be making others for other drains. Greg stated the company hired did a deep cleaning of the building. Greg stated if there were problems with drains being clogged a red light would be activated and there would be overflow water from a pipe located on the East side of the building near the outside patio. Sinks in laundry room were caulked to

prevent leakage between the sinks. No leaks were noted. Janice stated the odor was better, but still had an odor. Various things will be tried to help address the problem.

Janice stated for the Alderman meeting on December 4<sup>th</sup>, we needed to present the Animal Report, ACO Report, and financial report.

Gail reported that Barry Scott had submitted his resignation from the Board of Directors. Brandee made the motion to accept his resignation, Rush seconded the motion. The board unanimously agreed to accept his resignation.

Next, Aynslee stated Chaney's could order bed pads in bulk to use in cat kennels, and we could get medical supplies/medicines ordered from Chaney's at cost. Kayla stated we could use drug companies we could get quotes if provided by licensed vet which we could purchase, as an option, at cost.

Janice stated the ACO needs necessary equipment to perform his duties safely. Brandee stated she is already checking into purchasing needed equipment for the ACO.

In regards to paper towels, Kayla stated she was checking with Panola Mills in regarding to dispensers for paper towels, toilet paper, hand sanitizer.

Janice stated purchases over \$500 would require board approval from the MS Critterz board. Items under \$500, does not need board approval. All agreed.

Aynslee stated that Homeward Bound would help with dogs which need grooming and would partner with us in coming to help with bathing dogs. Also, if we needed grooming supplies, Kelly could purchase at cost through them for us.

Next, Gail talked about hiring of staff. Currently, we have hired fulltime ACO, receptionist, adoption/transport coordinator, and a kennel attendant. Still needed part-time ACO, part-time receptionist, and full and part-time kennel attendants.

Next, Gail stated staff had mentioned it was difficult with different board members giving different ways of how things that need to be done and we needed to limit to avoid confusion. Brandee stated we needed to keep communications with staff and among the board keep things in a timely manner because of busy schedules.

Janice stated the laws had changed, and video conferences would have to be listed for the public to join if there is a quorum of the board participating in a video conference.

Gail next gave an update on the County Contract, and the contract has been signed for a 6-month period, to be reviewed again regarding animal intake.

Next, it was discussed about a Grand Opening date which would be done on December 8<sup>th</sup>.starting at 11:00 am. Brandee will contact Petsmart and Rush will check into a food truck to be there. Other area business' will be contacted to see if they would like to set up a table.

Rush would like to set up an adoption event the Sunday before Christmas.

Upcoming events – Kayla is working on setting up a Dungeons and Dragons event for tentatively starting on November 29<sup>th</sup> at 6 pm. This would possibly done on a monthly basis. Rush/Aynslee are working on buying getting pet toys to donated to sell at the

shelter. Brandee stated that Pampered Paws was doing an Angel Tree for MS Critterz. Also, Pampered Paws is doing a donation drive on December 5<sup>th</sup>, and do photos with Santa for pets.

Natascha gave the treasurer's report, and we are in good standing.

Natascha presented the Animal Report as follows:

Intake:           Oxford City Limits – 34 animals  
                    Lafayette County – 46 animals  
Adoptions – 10  
Euthanasia – 1  
Passed Away – 4  
Returned to Owner 4  
Transported – 14

Follow-up Business:

Gail stated the Canada transport was cancelled due to a 30 day permit required for puppies and because we were not sending puppies, they opted not to take kittens. The 14 puppies were rescheduled and went to transport to VA.

Natascha stated that Dr. Kvam and Dr. Fyke is willing to come to the shelter to check animals we need checked at no cost. Also, owner of Crossroad's stated she would like to do a donation drive for MS Critterz.

Brandee gave an update on the High Cotton Warehouse Adoption Day & Fundraiser went very well and it raised approximately \$2200.00 and 1 pet adoption.

Gail stated we also received the check from doing the MS Craft Show.

Gail stated the Trunk or Treat event went well at Coleman's Funeral Home and we made connections within the community.

Natascha talked about volunteers and regards about how they were being trained. Gail stated volunteers have been coming to take dogs to the dog park, others helping with laundry, and a group which cleaned the cat room one Sunday.

Brandee stated utilizing foster homes were going great, and we will continue to utilize fosters for the animals.

Rush presented a report on Public Outreach from October 15 to November 11:  
Facebook post outreach – 37,800; total likes; post engagement 21,700, new likes on the page 260 total additional with a total of 1456 likes; Instagram – number of impressions 11,970 and likes 790.

No public was present for open discussion.

Meeting was adjourned at 9:10 pm.