



*Minutes for* **BOARD OF DIRECTORS Meeting**

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Date: 24 January 2020 | Start time: 1800L | Location: 9071 16 ½ Ave, Lemoore, CA 93245

Directors Present: A. Hepps, D. Keener, T. Hubbard, A. O'Neill, K. Regan

Directors Absent: S. Downing (Sick)

Staff: E. Olivis, A. Ortega, H. Beck

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1. Welcome:

- Meeting called to order at 1808 by Aaron Hepps. A quorum was established.

2. Minutes:

- Minutes for July Board meeting approved. Motion: Danielle, Second: Kimber, Carried 5/5.

3. Presidents Report: A. Hepps

- Board changes:
  - Aaron elected in emergency session as President (Sep 27<sup>th</sup> 6/6)
  - Tiffany & Kimberly elected in special session to board (Nov 5<sup>th</sup> 5/5)
  - Resign Brooke (Sep 27<sup>th</sup>), Kimberly, Kathleen (Aug 15<sup>th</sup>)
  - Aaron O'Neill elected in special session to board (Jan 19<sup>th</sup> 5/5)
  - Update Submitted with State
  - Bank will be updated once state returns certificate
- Facebook: We had stopped receiving checks from Facebook donations. Turns out they were being returned. I believe they had the old shelter address in the system for some reason and they were not being forwarded. New checks received: Over 18,800 in back donations.
- Selling and moving: The board voted to accept an offer of 475,000 dollars on our current property. However this offer was withdrawn.
  - Land: Currently looking for 0.5-1.5 acres.
  - Building: Working with builders for fully purpose-built shelter
  - Possible temp shelter: The old Hanford Vet.
  - Adopt and Fosters: We may need to push adoptions and find fosters during move.
- Intake holds: As we prepare to move our shelter, we need to slim down to make that manageable.
  - Emergencies only
- Temp foster program: We completed two temp foster programs for Thanksgiving and Christmas. It helped get the shelter slimmed down to allow staff to clean faster during the holidays and get dogs socializing. Feedback from staff:

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  - Animal control update
    - Met with AC Manager and County Attorney
    - Toured, no issues
  - Phone Service: We kept receiving messages and complaints that the phones were not working. Also, with landline-based service, answering the phone while in the kennels is impossible. We have switched to VOIP. This is app based on selected staff and board members phones.
    - Main line: At the menu, all shelter staff are rang for non-emergency line.
    - Emergency line: 24/7, four members on the emergency line.
    - Menu, VOIP, Cheaper (40-ish dollars a month savings)
  - Massive clean-up
    - Feb 1: need help! Tiffany and Aaron O. are working to get volunteers from base.
    - Roll off?
  - New Software/Computer
    - Setting up- Multiple sessions with PetPoint (Erika)
    - Software donated Aaron
    - Computer donated Tiffany
  - By-Laws
    - Update to selected articles
  - Single Sailor Program
    - Tiffany lead, approved
    - GPS Collars idea from public comment
4. Vice Presidents Report: D. Kenner
- Spays/neuter/vet
    - CCSPCA (Danielle)
    - Vet: Selma, backup Lacey
  - Vax Clinic
    - Looking to contract with a vet to do vax clinic
    - Freq unknown
    - Fresno Vet College partner idea from public comment.
  - Major Rescues Update
    - All vet bills have been covered by donations
    - Cuddly
5. Financial Report- E. Olivis
- Current Checking: 156,005.54
  - December: +208,603.62 / -56,910.96 = 151,692.66
  - Venmo was established and is up and running.



## Kings SPCA Executive Session

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Date: 24 January 2020 | Start time: 2010L | Location: 9071 16 ½ Ave, Lemoore, CA 93245

In attendance: A. Hepps, D. Keener, T. Hubbard, K.

Absent: Regan, S. Downing, A. O'Neill

Guests Invited: Erika Olivis, Amanda Ortega, Hayley Roberson

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- Kennel Staff Issues
  - New intake policy discussed
  - Uniforms
- Facebook Policy
- NAS Lemoore AC
  - No longer able to use County AC
  - Working contract to do AC on base (Tiffany is lead)
  - 50 dollars per animal return fee
  - Increasing by 50 for additional returns on same animal
- Adoption Process
  - No foster to adopt, return period
  - Need to update paperwork for adoption to reflect non-finalized.
- Stray Holds
  - To AC if we are not going to try adoption after hold
  - If we hold, minimum of eight days
- Foster Program
  - Known fosters only for temp placement
- Intake/Rescue
  - Danielle with policy change
  - Must be approved by the President or Vice President (VP is primary)
  - With okay for space by Operations Manager
- Surrenders
  - New email address for the animal info and pictures
  - Surrenders must be approved by same means as the intake/rescue
- Radios
  - Six new radios for kennel staff
  - Motion by Danielle, Second Tiffany, Carry 3/3
- Camera's
  - Nest: (3) indoor, (6) outdoor
  - Motion by Tiffany, Second by Danielle, Carry 3/3
- Washer/Dryers
  - Approved in previous special session
- No more public meetings
  - Motion Tiffany, second by Danielle, Carry 3/3