

Humane Society for Inland Mendocino County

9700 Uva Drive, Redwood Valley, CA. 95470

Agenda for January 18, 2022

Board of Directors, Zoom Meeting

- 1) Roll Call @ 6:08pm
 - a) Kether Sprague, Julie Dauer, Robin Ingram, Mac McAlister, Jaime Wilkes, Suzanne Coffman, Teresa King, Tracey McNamara, Holly Bennett, Rhonda Hurlbut, Joe Hurlbut, Jenny Hanzlik, Becca Edwards, Teresa King, Emily, Alex, Jim and Jen from Team Insurance, Wayne from Friends of the Library.
- 2) Approval of Agenda
 - a) Mac approves, Jaime seconds
- 3) Approval of the minutes from Dec. 2021
 - a)
- 4) Guest speaker: Insurance
 - a) Jim and Jen – some new updates and answers. The functional replacement is something we can chose to do in the event that we are not replacing the current building to the exact same specs if it were to be a total lost. The number we were looking at was \$600K with no co-insurance. The only difference we were looking at was changing the cattery quoted at 1.5mil to \$600K with the intention of rebuilding the cattery as a metal frame building, which dropped the quote about \$6K. To cover the puppy coral the coverage is only \$261. Jen wanted to make sure we knew we have a great underwriter on this policy, and she addressed all of our concerns and has guaranteed he will shop the policy every year to ensure we always have the best price for insurance. Kether wanted to thank Jim and Jen and let them know we have previously felt under-cared for and have really appreciated the extra work they are putting forth.
- 5) Public Input
 - a) Wayne was handling membership renewals, and wanted to address the rollout of the newsletter. For example, previously he would email out renewal sheets, the money would come in and Wayne would update the spreadsheet. Wayne said his renewal is due this month and he hasn't received his notice, and is sure he's not the only one. This is money coming in. Of over 200 people on our spreadsheet, over 70 don't have emails listed, how are they getting contacted for their renewal. Wayne wanted to understand the difference in some of the renewals that weren't very clear, he specifically stated the "sustaining business." Wayne felt the membership renewals were confusing, and you had a sustaining membership vs a business membership which was just a difference of \$50. He had to google what the "sustaining membership" meant. Kether said we wanted to get away from mailer requests and more in to automatic and thanked Wayne for his comments, Wayne said his final question was when he should expect to receive his renewal and then how it would come. Jaime said she was looking at our website and said each membership has a "click here" to see what they each do, and each description is the same, Jaime was wondering then, what was the difference. The associate membership is the only non-voting membership.
 - b) Jenny wanted to highlight Teresa being on tonight, who has been doing to additional outreach. Teresa has been reaching out to the local wineries, Teresa themed it "wags and wines" She currently has one scheduled with Barra. Barra has agreed to set up outside with wine tasting. They also discussed a food truck coming in. Teresa put some feelers out to Slam Dunk food truck.

Jaime also said we needed a new banner and Sparetime was willing to donate the banner and table cloths.

- 6) Construction updates – Tracey
 - a) Very little to report because of the weather. The biggest thing we are waiting on is Hernandez to come in and upgrade our two panels. We have a lot of little things, one of which is the pump shed is leaking with expensive equipment inside, we should probably budget \$2K for that. Everything else is just daily maintenance stuff. Kether asked if we had received the official bid from Hernandez, and Tracey responded that is what we are waiting for. They come out and say yes they can do it, and yes they will send, but then get busy, so we just need to follow up. Jenny also said the last bit of work they were out doing, we haven't been billed for yet.
- 7) Treasurer report
 - a) Jenny gave numbers, along with our current budget, which she said it looking a little wonky with the electrical panel upgrade. We will have to do some separate fundraising for the electrical upgrade we are expecting to be around \$35K.
 - i) Current checking \$129,363
 - ii) Pending deposit \$22,899
 - iii) LPL \$124,080
 - iv) Network for Good \$7,978
 - v) PayPal \$4,971
 - vi) Betty White fundraiser \$10,236
- 8) Shelter Report & Stats: Dec. 2021, and 2021 total stats
 - a) December Stats total intake 97, total outcome 105
 - i) Dogs
 - (1) Intake 62
 - (2) Adoption 39
 - ii) Cats
 - (1) Intake 63
 - (2) Adoption 62
 - b) Year End Stats 2021 – Total Intake 1013, Total outcome 955
 - i) Dogs
 - (1) Intake 436
 - (2) Stray 96
 - (3) Owner Surrender 219
 - (4) Transferred In 125
 - (5) Live outcomes 399
 - (a) Adoptions 373
 - (b) RTO 19
 - (c) Transfer out 5
 - ii) Cats
 - (1) Intake 577
 - (2) Stray 298
 - (3) Owner Surrender 171
 - (4) Transfers In 20
 - (5) Live Outcomes 524
 - (a) Adoptions 501
 - (b) RTO 14
 - (c) Transfer out 9

NEW BUSINESS

- A. Updates from Administrative Director, Jenny
 - a. As of last week, we have fully reopened, making it easier for folks to meet animals. We have continued to require masks, and holding the bulk of business outside. Weekdays haven't been too busy, but we are fielding a lot of people on the weekends. Jenny would like to see the board members rotating helping during our open hours Saturday/Sunday 11-3 to help with wait times of our customer base.
 - b. Picking up additional events. We have an easter event in April 16 at Coast Hardware, a Wine event at Barra April 23 along with just being invited to a City of Ukiah event on May 14.
 - c. We are getting to a point where we are able to do more community outreach and volunteers. Manina wants to do a class for community outreach for children to learn how to be around dogs. Izzy and Manina will spearhead this, the children will come for multiple sessions with a completion certificate.
 - d. We will have the Care-A-Van on site March 5 with Dr. Burns
- B. Business Partnerships and Memberships
 - a. We have made a lot of changes, but we do have some holes as Wayne pointed out tonight. We do need to build out the "what do they get" with each membership. Kether explained the differences and Jaime asked for the website to be updated with that explanation. Teresa said she was sending out membership letters, but quit around November because it was supposed to move automation. Jenny said she just took over everything to avoid any confusion. Members used to get raffle tickets, Mac said was a state requirement with their membership application. We want to shift more people in to sustaining membership, so the question posed is what can we add to entice more people to donate as a sustaining member.
- C. Q1 2022 newsletter & ballot bios
 - a. Email went out to board members who are up for renewal. The ballots will go out with the Q1 newsletter to be due by May.
 - b. March 22 all stories are due for the newsletter so Peggy has time to build and get a first draft to Jenny.
- D. HR support
 - a.
- E. New discussion re: Covid-19
 - a. Keep wearing your mask, wash your hands, get your booter if you're inclined. At this time, we are waiting for the state to decide how many people we can have to gather. Omicron is still deadly, but we are hoping this spring will turn us in to something more normal. We are going to turn the corner here.
- F. New BOD application
 - a. Teresa King is a new applicant. Teresa has really enjoyed engaging with the staff at the shelter and feels she can bring some good life experience along with planning experience to the board. She would like to see the board more involved in the day-to-day actives that are happening. So, she felt she would apply to see if there was any interest to participate as a board member. She has really gotten involved with all aspects. Her family has been involved as well trailing behind and helping. Closed session for voting.

UNFINISHED BUSINESS

- a. Property Insurance – to be continued Next Tuesday 1/25/22

b. 2022 budget review discussion – to be continued Next Tuesday 1/25/22

c. Long term goals. Care-A-Van. – No new updates.

d. Fundraising events for 2022 - discussion continued – at this time, we have discussed a long list of dates, and Teresa has added to the list. Kether will send out the list tonight. Robin said we have one to discuss. Maybe we move the “second chance at love” with a kissing dog becomes a reduced adoption fee for dogs and cats that are ready to go, not for “foster to adopts” – possibly sponsored by a company.

Announcements

Upcoming meetings:

- Finance Committee meeting, Thurs Feb. 10, 2022 @6p via Zoom
- Our next Board meeting is our regularly scheduled monthly meeting Tuesday Feb. 15, 2022 @6pm, via Zoom

ADJOURNMENT 8:15pm

Closed Session