

ACT Board Meeting Minutes April 14, 2010

The regular monthly Animal Care Trust Board meeting was held at 5:00 PM April 14, at the McKamey Center on Access Road.

Members of the Board attending: Chair, Ann Ball; Kyle Bryant; Krystye Dalton; Secretary, Mary Dube'; Nancy Dunlap; Carol Goodman; Mark Litchford; Susie Matthews; Laurie Shipley; ; Karla Valadez, Emerita; Sonia Young; Barby Wilson, Emerita

Absent Board Members: Marie Chinery; Donnie Hutcherson; Vice Chair, David Johnson; Treasurer, Jack Kruesi; Dr. Jennifer Kolb; Becky McMahan; Carla Morgan; Lee Towery

Also present were: David Long and Executive Director, Karen Walsh.

Chair, Ann Ball called the meeting to order at 5:00. Ann asked if all Board members had read the March minutes & wished to discuss or approve the minutes as submitted. The Board unanimously voted to approve the minutes.

Ann shared the fact that many McKamey Board members had attended the HES 100 year anniversary celebration on April 9, and had filled the McKamey table. Ann shared highlights from the event.

Committee Reports were provided:

Financial Committee- David Long provided the financial reports. It was noted that currently according to our bylaws, any expenses over \$500 must be double signed and the Board must approve all expenses over \$2500 without limitation. Kyle Bryant presented a motion to amend the bylaws. It was noted in the motion that if management changes we can go back & revise the authorization levels. The motion presented proposed that all expenses over \$5000 must be double signed and would exempt routine operating expenses such as taxes, utilities etc. Any expenses known to be over the approval thresholds must have board approval for the aggregate financial obligation. The motion was seconded by Nancy Dunlap; the Board unanimously voted to approve.

City Report- Marie Chinery was absent so there was no City report.

Marketing and PR Report-Laurie indicated the rabies clinic information is posted on the public access cable TV station and that we need to look at a PSA for our fall event. Work is ongoing on McKamey external signage.

Development Committee- The Barkeque event was discussed and poster & tickets were made available to Board members with encouragement to promote attendance at the event. Walden's Club will hold an auction to benefit McKamey in August.

Policy & Procedures Committee- Susie reported there are no current activities. Nancy is finalizing the employee handbook with last minute revisions.

ED Report- Karen reported that hiring is underway for vacant positions. Karen indicated that there have been licensing tickets issued and 52 people have decided to go ahead & spay or neuter their pet as a result of the option being given to them when the ticket options are discussed. Compassion fatigue training is being provided to the staff & it will be offered every 6 months. ASPCA is conducting a contest which only 50 shelters will be selected to compete for \$25,000 & McKamey will be one of the 50. Volunteer hours, rescue & adoption statistics were shared.

Old Business- Susie indicated that the agreement between Chat. State and McKamey where some classes are held on site at McKamey provided mutual benefit to McKamey & to the students of the college, but the contract had not been executed. Additionally, the college wants to formally compensate McKamey for the use of the facility, so Susie made a motion that the Board formally accept the contract dated January 1, 2010 between McKamey Animal Center and Chattanooga State Community College by which the College agrees to pay McKamey \$375 per month for the use of specified items and / or facilities to be used by the faculty, staff and students of the Veterinary Technology Program for educational purposes. Sonia seconded the motion and the Board unanimously approved it.

The meeting adjourned at 6:00 pm.

Minutes submitted by Mary Dube', ACT Board Secretary.

Our next meeting will be held May12, 2010 at 4:30 PM for the closed, executive meeting of all board members and 5:00 PM for the open board meeting. All meetings are at the Center.

Committee Chairs: Please remember to be prepared to deliver a committee progress report at each Board meeting and provide a copy of the Committee report to Secretary.