**HUMANE SOCIETY OF THE OHIO VALLEY, INC.**

**MONTHLY BOARD MEETING MINUTES**

**February 5, 2020**

**PUBLIC SESSION**

**Present:** Ethan Gerber (President), Leight Murray (Vice President), Jim Raney (Secretary), Mike Montgomery (Treasurer) and Amy Rogers (Assistant Treasurer), and Amber Dennison. Sheri Schwartz was absent, excused due to a scheduling conflict. Esther Salem was absent, excused due to medical leave of absence. Karissa Reynolds (Manager) and Bri Deem (Assistant Manager) were also present.

**Approval of Minutes (attached):** Motion made by Leight Murray, seconded by Amber Dennison, to approve the January Minutes. Motion passed unanimously.

**Officer Reports**:

* **President**—Ethan Gerber reported on a phone call he received inviting him to attend a meeting at Marietta Community Foundation regarding a donor wishing to match donations up to $10,000 for an HSOV building fund. He referred the matter to the board and Jim Raney attended the meeting.
* **Vice President**—Leight Murray will report on membership in the Membership Committee report.
* **Secretary**
	+ Jim Raney reported that our corporate filings with State of Ohio are current. Our Nonprofit—Certificate of Continued Existence became effective January 7 and is good for 5 years. Our Subsequent Agent Appointment of James L. Raney became effective January 12 and continues indefinitely. Our Amended/Restated Articles (Bylaws) became effective January 14 and continue indefinitely. Our Charitable Registration is current with the Ohio Attorney General’s Office and should be updated when our IRS Form 990 is filed.
	+ Jim Raney and Leight Murray attended a meeting with our Peoples Insurance agent regarding renewal of our West Bend Insurance policies effective January 25. Jim Raney provided complete count of 40 outdoor and 45 indoor dog kennels, 8 indoor dog cages, and 82 cat cages. He also provided updated payroll and driver license information, and a note that the GMC truck will be removed from the policy if it is sold. The agent will query underwriter about how much the premiums will increase if we increase property insurance amount from $40,000 to $100,000.
	+ Jim Raney attended a Board of County Commissioners meeting on January 16, prepared two replies to a memorandum for HSOV Board of Directors provided to him at that meeting, and sent the replies by e-mail to commissioners on behalf of the HSOV board. One of the replies suggested that commissioners increase dog license fees for unaltered dogs. He also performed an analysis of the history of the Dog and Kennel Fund from 2014 through 2019 to identify the reasons why it has been operating at a loss recently and how the fund was used historically.
* **Treasurer**
	+ Mike Montgomery and Amy Rogers jointly reported monthly and fiscal year-to-date profit/loss statements showing income and expenses, fiscal year-to-date budget reconciliation statement, accounts payable aging report showing $23,592.62 in arrears, QuickBooks and checking account balances, and our Marietta Community Foundation account balances. The month-end balance of the Edward Jones Investment account was not reported. The arrearage amount is about $20,000 less than the January report showing good progress in paying bills. Both Colegate and Vienna veterinary bills are now paid
	+ The Holtzworth bequest is not yet available but should be received any day now. The bequest will be deposited directly into the HSOV bank account.

**Approval of Treasurer’s Report (attached).** Motion made by Amber Dennison, seconded by Leight Murray. Motion passed unanimously.

**Management Report.** Karissa Reynolds reported shelter operations are running smoothly for the most part. Dog warden brought 17 dogs and 4 cats in January. Shelter picked up 1 cat. Citizens brought 11 stray dogs and 19 stray cats. Owner surrenders were 25 dogs and 1 cat. We had total intakes of 53 dogs and 25 cats. We are getting ready for puppy/kitten season.

**Committee Reports:**

* **Operations Committee.** Amber Dennison reported on minutes from the January 22 meeting (attached). Karissa Reynolds reported a correction to incoming cats; it should be 19 stray/citizen intake and 1 owner surrender. Discussion included how to improve recording of shelter intakes and dispositions. Discussion also included the need for a new computer system. Mike Montgomery and Jim Raney are investigating needs, options, and costs and will report back to Operations Committee.
* **Finance Committee.** Jim Raney reported that he has met with Belpre Finance and Audit Committee three times to discuss need for a Belpre contract with HSOV like the Marietta contract with HSOV. He plans to contact the Belpre Police Chief about how HSOV might help his department with dogs. He plans to attend the Belpre Finance and Audit Committee meeting again on February 10. So far, he has had no response from Board of County Commissioners about our request for a 7.5% increase in funding or our proposal to merge our two contracts into a new Agreement.
* **Building, Grounds, and Maintenance Committee.** Mike Montgomery has not heard back from the County Commissioners about getting more gravel for our lane.
* **New Building and Renovations Committee.** Leight Murray reported that he, Mike, and Jim will be meeting with Morton Buildings on February 11 for very preliminary discussion of this initiative.
* **Homeward Bound Committee.** Sharon Paul provided her report by e-mail (attached). In January 29 dogs were adopted, 28 dogs were transferred to rescue organizations, and 6 dogs were returned to owner. Also 46 cats/kittens were adopted, 24 cats were transferred to rescue organizations, and 1 cat was euthanized by a veterinarian. 34 cats were spayed or neutered. 77 dogs/puppies and 38 cats/kittens were in foster care on February 3.
* **Public Relations Committee.** Sharon Paul provided her report by e-mail (attached). We have 24,523 followers of HSOV Main Page and 13,432 followers of HSOV Group Page. The Petfinder, Adopt-a-Pet, and Facebook pages are kept current as well as publicity about upcoming events and fundraisers.
* **Fundraising Committee.**

Upcoming Events

* + - March 28 – Fur Ball
		- March 1-31 – Smooches for Pooches @ Merle Norman Cosmetics
		- April 1 – Warren Craft Show – Esther Salem is donating profits
		- April 11 – Throw Down for the Pound
		- May 30 – Mutts Gone Nuts @ Peoples Bank Theatre
		- August 22 – Howlin’ in the Alley
* **Volunteer Committee.** First Friday events are planned in February. Adoption event is planned at We-Luv-Pets on February 15. Marietta On Campus and Downtown Dog Walks are being planned. Stay tuned on Facebook for details. We are keeping up with regular dog walk/cat cuddling events.
* **Membership Committee.** Leight Murray reported that a total of 30 members paid 2020 dues so far this year—20 Lifetime and 10 General Members (list attached). Leight Murray reported that he is continuing to distribute 2020 Membership Forms throughout the county. Plans are being discussed for an electronic newsletter to inform members about HSOV activities.

**Unfinished Business:**

* **Board Member Acknowledgement and Agreement with Conflict of Interest Policies.** Board members signed an acknowledgement and agreement to abide by conflict of interest policies as stated in our Bylaws. Two absent board members will be asked to sign at a future meeting.
* **Amend Board Committee Chairs/Members.** Mike Montgomery moved, Leight Murray seconded a motion to add Leight Murray as co-chair of New Building and Renovations Committee, add Alesa Jedlink to Membership Committee, and add Amy Rogers to Operations Committee. Motion passed unanimously.

**New Business:**

None.

**Public Comments:**

Teresa Zimmer reported her dissatisfaction with how she was treated in her attempt to adopt a cat that she planned to have declawed. Board agreed to review our policies and execution.

**Respectfully submitted,**

Jim Raney

Secretary

**Attachment:** Revised Committee Chairs/Members

**Revised Committee Chairs/Members**

**Operations:**

Chair - Amber Dennison

Co-chair - vacant

HSOV Board of Directors

HSOV Assistant Treasurer

Karissa Reynolds - Ex Officio

Bri Deem - Ex Officio

**Finance:**

Chair - Mike Montgomery

Co-chair - Jim Raney

Leight Murray

Karissa Reynolds - Ex Officio

**Building Maintenance & Grounds:**

Chair - Mike Montgomery

Co-chair - vacant

Leight Murray

Karissa Reynolds - Ex Officio

**New Building & Renovations**

Chair - Mike Montgomery

Co-chair - Jim Raney

Co-chair - Leight Murray

Kelly McGilton

**Homeward Bound (Rescue):**

Chair - Amy Rogers

Co-chair - Julie Lowther

Sharon Paul

Karissa Reynolds

**Public Relations:**

Chair - Amber Dennison

Co-chair - Ethan Gerber

Sharon Paul

**Fundraising:**

Chair - Amy Rogers

Co-chair - Julie Lowther

Leight Murray

\*Assistance from HSOV BOD

**Volunteer:**

Chair - Ethan Gerber

Co-chair - vacant

Karissa Reynolds - Ex Officio

Julie Lowther

Amy Rogers

**Membership:**

Chair - Leight Murray

Co-chair – vacant

Alesa Jedlink

**\*Webmaster:**

-Amber Dennison

**\*Facebook Administrators:**

-Amber Dennison

-Ethan Gerber

-Sharon Paul

-Karissa Reynolds