



Take Me Home Pet Rescue Board of Directors Meeting Minutes

August 2, 2017 6:30 PM

Attendees: Dana Huffman, Deborah Connors, Melissa Keeling, Deana Seigler, Becky Hull, Melinda Ferris, Barbara Mikulenska, Kathy Cook, Vanessa Vandiver, Mark Brown

The meeting was called to order at 6:44 at the TMHPR Adoption Center.

Approval of Prior Minutes -- Melissa made a motion to approve, Becky seconded the motion, and it was unanimously approved.

Discussion items

1. Update on actions for Ben Stolz -- He is out of town on a family emergency, so no update on this item. Plan is to review and finalize via email.
 - a. Finalize Bylaws
 - b. Update the Secretary of State Filing,
 - c. Review/update our waivers (foster, volunteer, Chewy)
 - d. Finalize the Employee Manual
 - e. Provide Board Training
2. Update on Events
 - a. Alumni Pawty - Melissa has been paying for items; 53 tickets sold to date; people can purchase tickets at door. Deborah, Becky and Dana will represent the Board.
 - b. AHOTO -- Betsy and Melissa met last Sunday. Four people are reaching out for auction items. Nancy is really hitting the street to get items. Letters for sponsorships will go out tomorrow. Betsy is still working out details with Addison Conference Center. We still need a caterer and a band and wine for the wine pull. We all agreed that folks who are working practically the entire event do not need to pay for a ticket. Becky will ask Alex about doing photographs.
 - c. Feline Fling and Pottery Barn -- Good exposure at Pottery Barn again, but Abu and Bailey Boo should not go back to PB since they don't do



well there. We will do this again in August including the special pricing for cats on Feline Fling.

- d. Coldwell Banker event on 9/9 -- Vanessa will follow up with them to see what they wanted to do since we don't do onsite adoptions.
 - e. JP & Associates Golf Tournament on 11/13 -- Deborah still needs to follow up with her.
3. Update on filling Leadership positions
- a. Event Coordinator -- still open for overall position. This person also needs to help identify fundraisers once a month. Cathy McNeese will handle Pottery Barn.
 - b. Volunteer Coordinator -- Christie Michie has stepped up to handle the front end. Trish Clark has decided that she can't help with this position. Deborah needs to close the loop with Christie to see how much of the position she is willing to take on. Deborah cannot cover the orientation on 8/8, so Becky agreed to cover this for her.
 - c. Need to update Organization Chart -- Admin could use a list of who is on which committee. Deborah will work on that.
4. Financial Topics
- a. Update on financial status from Treasurer -- July financials are still just a draft because statements were still coming in. June vet bills were \$17,5000, and that is not sustainable for the organization. July vet bills will be paid in August, but we know they will be much less. We have lost \$51,000 year to date with \$27,000 of that being higher than last year vet bills. We discussed whether or not we needed to use any of the restricted funds to replenish savings. We decided at this time to wait and see what happens in the next few months.
 - b. Status of current Razoos -- Noah is currently active, Cassiopeia and Star Kittens are next up, then Harlow
 - c. Grant writing -- Murray is writing grants. He doesn't charge us to do that; he just asks we let him know if we get any. Vanessa wrote the Before and After grants.



5. Update from Operations Manager -- Vanessa asked if there was a balance between shelter and street dog intakes that the Board was looking to have. The Board agreed that intakes are still on a case basis with no targeted distribution. We have to be sure we have a foster who can take it, and we have the finances to support the medical expenses. We need to stay focused on both the animal's social skills and medical aspects of intake decisions.
6. Project Chewy -- Melinda was representing Jana
 - a. Request from SPCA of Texas Outreach Coordinator -- They are requesting dry food to support their outreach program. However, they are a well funded organization, so we don't feel they fit the focus for our Outreach program which is targeted at rescues that have more of a financial need.
 - b. Financial qualification to receive donations through Project Chewy -- We agreed no set qualification, but if Jana has questions about an organization she can ask the Board to review it.
 - c. Help for North Texas Humane Society who seized 80 cats -- We are willing to help them with this one case and other catastrophic cases that happen similar to this.
7. Veterinary Care Topics
 - a. Status of Dr Miller giving vaccinations at the Center -- Dana hasn't received a final response from her yet. It may only be one Saturday a month.
 - b. Heartworm treatment options similar to The Love Pit -- Dana still needs to close with that doctor too.
 - c. Researching veterinary partnerships -- Becky and Kathy are going to work together to see if there are option for other partnerships. There are fosters who would like to have vets closer to their home as well -- around downtown, up North, Rockwall
 - d. Medical protocols: Spay/Neuter, HW Treatment, Vaccination Timing Protocol -- Deborah, Vanessa and Kathy will get together and discuss



- e. AMCR After Hours -- Rescue rates do not apply after hours and in addition they charge an extra fee. They emailed us that our fosters should not book appointments after hours.
8. Update on animal evaluations/treatment plans
 - a. Sandy -- Puppies went to the vet today and are 8 weeks old. They just have roundworms and got first round of shots. Puppies need to go out for walks in stroller over the next week to ensure Sandy isn't going to freak, and then over to Becky's back yard toward the end of the week. They will be ready to go to foster around 8/12 and need to go together for now. Then we will need to try and get her in the exam room, and she might come around faster with exposure to another dog.
 - b. Mirabelle -- She is doing much better and reacting better to other dogs. However, the behaviorist feels strongly if she has to move from Jill's it will cause her to regress. We feel that euthanasia is off the table at this time as long as she continues to progress. However, we do not feel introducing another dog at her house is a good idea at this time.
 9. Update on Emergency contact methods
 - a. The board@ email auto-forwards to all 5 Board members
 - b. We now have a Google Voice phone number which is 469-626-8062. Board members and Vanessa can log in using the phone@ account, and this number will ring their phone when called. Vanessa to order new ID tags with this number and tell BPAH this number to go on Rabies tags.
 10. Spay Neuter Network to come to Balch Springs -- The PoC has not responded yet. Also looking into bringing it to Richardson. Dana still needs to get the estimated costs for us to sponsor.
 11. Coverage for Cat Care shifts -- Renae can't do cat care shifts since she is allergic. We would be willing to pay someone 5 hours per week to come clean the rooms in detail and reduce Renae's hours to make it even out on cost. Vanessa will mention the opportunity in the next newsletter.
 12. Meet & Greet Schedule -- We need to know in advance who can and cannot help on a particular Saturday. We will define the shifts in Better Impact for



opening, closing and working Meet & Greet. Need to try to get the shifts planned a month in advance.

New business

1. Open Forum -- Mark suggested some fundraising ideas such as selling greenery around Christmas or selling advertising on the T shirts. Mark asked about fencing in the green area in the back. Mike Cano would be able to answer questions about that space.

Adjournment

Determination of next meeting -- regular schedule would be 9/13/17. Everyone agreed that was fine. Time will be 6:30 at the Center.

Adjourned at 9:38.