



February 3 2018 10:00 AM

2018 Planning Meeting

Attending: Dana Huffman, Deborah Connors, Deana Seigler, Becky Hull, Melissa Keeling

The meeting started at 10:01 at Dana Huffman's office.

Grants

Roberta Bergman joined us to talk about grant writing for 2018. Deborah told her we did get a \$10K grant at the end of 2017 for an emphasis on spay / neuter. She said that we have a good story to tell and people like to give money to animals. She will need budget information from Melissa. She needs specific funding needs and what we want to focus on in 2018. Needs volunteer hours, actual saves for 2017 and goals for 2018. At minimum we are trying to replace annual AHOTO income with grant money, so at least \$30K. Roberta asked if we had approached the city to see if they had any ideas about space or even funding. We can also see if any of our volunteers have commercial realtor connections because the current lease runs out in 3 years. Roberta thought the Chewy project was good for grant funding too. After a brief discussions we agreed we would like to raise money in 2018 for kennels in back, medical, Project Chewy.

Mission Statement

We did not address this in detail in today's meeting. The one on the website will stay for now.

Database Data Collection

Donations need to be tracked for taxes but it only has to be new, undamaged items.



Project Chewy

Cheapest warehouse space was \$1100/month with 3 year commitment just for the lease and that doesn't include the utilities, pest control, etc. Instead we will order a POD for behind the center which is \$170/month. We agreed to proceeding with this.

Need to manage attitudes from the groups picking up food. Have them load their own food. Limit it to two trucks a week. Take Me Home's needs should take priority out of whatever we pick up.

Volunteer Appreciation Event

Will be on 2/11 at Betsy's house. Door Prizes available. Alcohol is left over from AHOTO. Central Market is what Melissa recommended for food. We said to target about \$10/person.

Medical Protocol

Lepto for dogs -- Decision was made to remove this from our standard of care for all dogs and let the adopters decide

Revolution for cats -- Decision was made not to add this for cats since they are only inside

Animal Assessment Protocol

Becky provided a draft procedure developed by Sandy Landers. Probably also need to make sure fosters are communicating to us immediately if there are any aggressive/anxiety issues. The animal doesn't have to be removed from the foster if they want to work through the issue. We agreed to empower Vanessa to schedule evaluation appointments when issues are raised and just inform the Board. We need to get this finalized in our processes and communicated to the fosters.



Euthanasia Committee / Decision process

In order to save more lives, we agreed that we do not want to continue to tie up resources with animals that are not going to be adoptable. The Operations Manager and any two board members will make the final decision for any unadoptable animal for either medical or behavior issues. The Operations Manager will send an email to the Board to initiate a decision, and then once two Board members agree then it should be scheduled.

Intake Process / Decisions

We do not want to focus on street dogs. People who find animals on the street need to take them into the local city shelter first. We also don't want to focus on senior dogs/cats. We agreed it is OK to help owner surrender situations as we have been. Vanessa and Deana are the members of the Intake Team. They first make the decision as to whether or not we would want an animal in the program. Then we reach out to the appropriate foster coordinator to see if they have an available foster. If not we can post to see if we can find one. We need to have a committed foster before agreeing to intake an animal.

Foster Retention and Responsiveness

We need to refocus on doing training for the fosters.

Rogue Training Plan

We need to move Rogue into the in-house training program with Karen Deeds, and it will be about \$1600. We agreed to fund this with the special fund money, and for other animals who need training like this in the future.

Other Animal Placement issues were discussed with this topic. Brody and Buddy need to be marketed with one of the German Shepherd rescues. Dana will reach out to them. Nova is with Gryffin for now, and she seems to be doing well with him, so she is not an issue we need to address at this time.



Fundraising Chairperson

We must have someone to guide and take this. Becky will see if Sandy would be interested.

Donated Copier

We agreed this was a good deal to go forward with but need to clarify if toner is included.

Meeting was adjourned at 1:42 PM.

Next Board Meeting will be March 7th at 6:30 at Becky's House.