

TMHPR Board Meeting 8.10.21

Attendees:

- Board Members: Kathy Cook, Trish Clark, Dana Huffman, Barbara Mikulenska, Pat Bivins, Cheryl Phillips
- Absent: Sandy Landers

Previous Minutes

- Cheryl made a motion to approve June 2021 minutes.
- Barbara seconded the motion.
- Vote passes unanimously 6 yes, 0 no

Facility Cleaning

- Get quotes for twice monthly
- Budget est. \$150 each time, but ideally less
 - Cheryl makes motion for Trish to move forward with getting quotes for cleaning options.
 - Kathy seconds
 - Vote 6 yes, 0 no

Window Tinting

- Barbara had reached out and secured a couple quotes. Discussed doing after NTX Giving Day to make sure we receive enough donations to cover the cost.
- Options to tint
 - All windows across the front
 - Just windows in Admin and not the windows in the dog area
- Pricing
 - \$3122 from Scottish
 - \$1600 from American Tinters
- Additional information received from companies doing quotes
 - Glass can be broken during process
 - Cannot wash windows for 30 days.

Board Positions

- Discussed options as Sandy has requested to move off of the Board. She would like to continue with the day-to-day operations, just not in a Board capacity.
 - Trish makes a motion for Dana to discuss further with prospect regarding the financial position on the board that Sandy will be vacating.
 - Dana seconded
 - Vote 5 yes 1 no
- In addition, look at additional options for additional board positions
 - Additional prospect – Dana to send resume
 - Additional Prospect (Trish will provide name to be put into minutes)

Building maintenance discussion

- Panel in big dog room
- Outside window cleaning - we are responsible to clean our own windows
- Lighting of THMPR sign – per landlord, we are responsible to get lights hooked up to sign.
 - Trish to call electrician to get quote and info to hook up sign lights.

- Discussed option to put a larger sink in the TMHPR bathroom (larger restroom, not “guest” restroom) so that we can wash larger dogs when we bring them in prior to going to foster homes. Also discussed any additional ideas for dog washing options, in storage room possibly.
 - Pat will talk to John Rodgers regarding options for both “storage’ and large sink in large bathroom.

NTX Giving Day and Matching Fund Donors

- Kathy reviewed Matching Donor guidelines
- Requested for each Board Member to reach out and share information about matching donor opportunities
 - Sandy – can you provide template of what we should send along with guidelines of target audience?

Video for NTX Giving Day

- Trish has secured an adopter’s spouse, who is a videographer, to help produce a video for NTX Giving Day.
 - Plan on filming at a future Meet and Greet - weekend of the 28th
 - Board Members should be present to have a small speaking role

Financials discussion

- Reviewed Split Cost numbers YTD.
- Review that cost per animal is a fluid number.
- Action item: Kathy – review adoption fees. Kathy will check around for what other rescues charge
 - Look at changing adoption fees Jan 1

Adoption application – look at making update

- The following (or similar) was discussed to have added to the adoption application online. *To save time on your application, let your veterinarian know we will be reaching out for information. The application process can go more smoothly if they respond or could delay approval of the application.*
- Dana – can you review the suggested verbiage to be added?

Storage unit

- Discussed reducing to 1 unit
- Set up a work day in Oct/Nov time frame so volunteers notice to plan to help
 - Who will coordinate?
- Ideally a weekend to allow for those that work to be able to help
- Kathy to be present to review paperwork on what we need to keep vs. able to destroy. (Applications and contracts)