

Minutes of ACT - Annual Board Meeting
Date: November 8, 2017

Location: McKamey Animal Center

Board Members Present: Lee Towery (Board Chair), Nancy Dunlap (Secretary), Elisabeth Donnovin (Vice Chair), Doug Swafford (Treasurer), Cindy Schmissrauter, Sonia Young, Jay Floyd, Angelika Lingl, Krystye Dalton

Absent: Karla McKamey, Bryan Harrison, Charles Sanford, Bruce Baird

Also Present: Jamie McAloon (ED), Paula Hurn (Center Director HR & Facilities), Jeff Wilhite (Financial Controller); Molly Cooper (City Representative); Paul Johnson (Auditor)

Special canine guest, Georgia

Meeting was called to order at: 4:35 pm

1. The Consent Agenda was approved (Minutes from last month's board meeting, monthly financials and Center Statistics, this meeting's Agenda)
2. A quorum was present for this meeting.
3. Jamie McAloon, ED report:
 - a. Approximately 5648 animals have been taken in this year; it was an extremely busy year with large increases in cats and kittens and taking in animals from the hurricane impacted areas of the country
 - b. Euthanasia of most dogs is due to aggression; we have groups (Diamonds in the Rough Group that was formed here) that works with these animals but some are unable to be helped.
 - c. Need to look at more security fencing between the parking lot and the park next door.
 - d. Huge parking issues, need more parking!
4. Paul Johnson – Auditor:
 - a. Reviewed Revenue and Support section; very good results above last year
 - b. Reviewed expenses; salaries went up which is normal in an organization like this
 - c. All other expenses where they should be
 - d. Have some cash reserves which is good!
 - e. Center has one big mortgage note but very little other debt, which is very good
 - f. Appreciate how Jeff Wilhite and all involved are ready and prepared when we come each year.
5. Board unanimously agreed to keep regular board meetings the second Wednesday of each month, 4:30 pm at the McKamey Center.
6. Jamie McAloon – update on Development director position; are continuing to post position and interview candidates
7. Nancy Dunlap reported for the Governance/Nominating Committee:
 - a. The Nominating Committee Received Confirmation from the current Board Officers that they would like to serve another 1 year term and there were no other nominations from the board. Nancy made a motion to approve another term for the current slate of officers (Lee Towery, Chair; Elisabeth Donnovin, Vice Chair; Doug Swafford, Treasurer;

Nancy Dunlap, Secretary). Motion was seconded by Krystye Dalton and approved by the board with a unanimous "aye" vote.

- b. Then Nominating Committee also received confirmation from the 3 board directors whose 3 year terms were ending 12/31/2017, that they wished to serve another 3 year term. They are Lee Towery, Doug Swafford and Jay Floyd. Nancy made a motion to approve an additional 3 year term for these directors which was seconded by Angelika Lingl; motion was approved by a unanimous "aye" vote.
8. Development committee report, Lee Towery:
 - a. Barktoberfest was very successful this year with a huge increase in attendance
 - b. Discussed next year's event and things we could do better
 - c. Humanitarian Awards Dinner is coming up in March; still lots of planning to do.
 - d. A document of proposed Director Duties and Responsibilities draft sent around for comments; please let Lee or Nancy know if you have suggestions or changes you would like to make.
 - e. Lee also reviewed and passed out the new director packet/Information being worked on.
 - f. We need a personal Bio from all board members. Please send one to Nancy as soon as possible so we can include it in the packet for new directors.
 - g. Agreed to keep board Director pictures on the wall in the Center; if you need a new or updated picture, please provide one or see Jeff Wilhite who can take one for you.
 9. Financial report Doug Swafford:
 - a. All and all it was an unremarkable month.
 - b. Increases remain in the same same areas as past months, supplies and wages.

Meeting adjourned 5:50 pm

Minutes submitted by Nancy Dunlap, Board Secretary

Minutes approved by the board: December 9, 2017

