

## **Minutes of ACT – Regular Board Meeting**

**Date: March 12, 2019**

**Location:** McKamey Animal Center

**Board Members Present:** Krystye Dalton (Board Chair), Nancy Dunlap (Secretary), Bryan Harrison (Vice Chair), Doug Swafford (Treasurer), Robert Jackson, Charles Sanford, Lee Towery

**Absent:** Bruce Baird, Elisabeth Donnovin, Jay Floyd, Sonia Young

**Also Present:** Jamie McAloon (ED), Mary Ollie Newman (Development Director), Paula Hurn (HR & Administration), Jeff Wilhite (Financial Controller), Mary Howard (Community Cat Coordinator)

**Meeting was called to order at: 4:35 PM**

1. The Consent Agenda was approved (Minutes from last month's board meeting and also January's aboard Meeting since there was not a quorum in February, monthly financials and Center Statistics, this meeting's Agenda) by a motion by Doug Swafford seconded by Lee Towery.
2. A quorum was present for this meeting.
3. Mary Howard, McKamey's new Community Cat Coordinator, was introduced and gave the board a summary of this new program:
  - a. She places humane traps on peoples' properties when they complain about many stray cats in their neighborhood
  - b. McKamey then vaccinates and spays/neuters them, notches their left ear, and releases them where they were picked up
  - c. They do both community and feral cats
  - d. This has been found to be one of the best practices to address the huge number of stray cats that keep multiplying and is being done all over the country now
  - e. We are encouraging people to bring us the feral or stray (both community and feral) cats in their neighborhood so they can be vaccinated and fixed and returned to their location
4. Jamie McAloon, ED Report:
  - a. Live release rate was 90%!
  - b. Staff issues were discussed with staff: work space was a big issue, marketing was an issue. Space being the biggest issue.
  - c. Lack of training was another big deficit in all areas.
  - d. Brought in a psychologist to work with management (did Myers Briggs, discussed compassion fatigue, day to day issues here). This was very helpful!
  - e. At full capacity with dogs, partially due to time being taken on behavior training which can take 8 to 10 weeks which means they remain here.
  - f. We now have 68 employees so have grown greatly this past year
  - g. Reviewed a proposed \$1.5 million Capital campaign for expansion of the Center:
    - i. Office space and a community/education center for dog training and education programs
    - ii. Another conference room
    - iii. More dog kennels for adoptable dogs

- iv. Catering expansion
- 5. Mary Ollie Newman Reported – sent out letters and brochures to business names given to her for the Gala Dinner on May 3<sup>rd</sup> at the Hunter Museum.
  - a. Projected ticket sales \$21,960 (\$120/ticket)
  - b. Only sold 126 seats last year, hoping for more sales this year
  - c. Hoping to sell a lot of tables this year (\$900/table)
  - d. No Awards this year, having a separate awards dinner for volunteers later this month
  - e. Will have some entertainment this year (song writer/entertainer from Nashville)
- 6. Krystye Dalton, Board Chair Report – discussed attendance issues and getting a quorum at meetings still a problem; missing 3 board meetings per year would be acceptable but more than that needs attention.
- 7. Bryan Harrison Reported for Governance Committee – New Director Orientation Materials are about complete
  - a. Reminder - If anything a committee does is substantial or affects the Board it should be brought to the board for discussion and/or a vote.
- 8. Doug Swafford, Finance Report:
  - a. Nothing out of the ordinary last month
  - b. Expenses up a little but to be expected with number of animals being housed
  - c. All in all a good month

Meeting adjourned at 6:00 pm

Minutes submitted by Nancy Dunlap, Board Secretary