

**Minutes of ACT – Regular Board Meeting**  
**Date: September 11, 2018**

**Location:** McKamey Animal Center

**Board Members Present:** Lee Towery (Board Chair), Nancy Dunlap (Secretary), Elisabeth Donnovin (Vice Chair), Doug Swafford (Treasurer), Sonia Young, Robert Jackson, Bruce Baird, Cindy Schmissrauter, Jay Floyd, Krystye Dalton

**Absent:** Karla McKamey, Bryan Harrison, Charles Sanford

**Also Present:** Jamie McAloon (ED), Mary Ollie Newman (Development Director), Jeff Wilhite (Financial Controller),

**Meeting was called to order at: 4:30 pm**

1. The Consent Agenda was approved (Minutes from last month's board meeting, monthly financials and Center Statistics, this meeting's Agenda) by a motion made by Doug Swafford And seconded by Bruce Baird.
2. A quorum was present for this meeting.
3. Jamie McAloon, ED report: it's been an extremely busy month with a record number of animals in-house. Free adoptions have helped tremendously but animals (and litters of kittens) keep coming in. With the recent hurricane hitting North and South Carolina we are sending teams to bring back animals from the affected area shelters.
4. Lee Towery Report:
  - a. Handed out a list of performance objectives for Jamie McAloon for this performance year (ending June, 2019); she asked for all to review and add anything they feel is important. Elisabeth Donnovin made a motion to approve the objectives, Bruce Baird seconded the motion.
  - b. Committees – Lee has been working on revamping the current board committees and reviewed her proposals briefly with the board, soliciting comments and suggestions. She will provide us additional information soon.
  - c. Discussed the current Bylaws that were being revised but were put on hold until the Strategic Plan was developed; the Governance Committee will plan to meet soon and complete the revisions.
5. Mary Ollie Newman – Development Report:
  - a. Handed out a very nice McKamey brochure to use when meeting with prospective donors.
  - b. Giving Tuesday Donation drive (Tuesday after thanksgiving), we already have \$7500 pledged! Goal is to raise \$20,000.
  - c. Cancelled the Open House due to Hurricane relief efforts.
  - d. Attempting to expand the literacy program; going to a title 1 school with a dog to get program started.
6. Finance report, Doug Swafford:
  - a. Pretty good month overall, nothing out of the ordinary to report.
  - b. Adoption fees down due to free adoptions all summer.

7. Lee Towery reminded everyone that Barktoberfest is our next big event, it will be held on October 20<sup>th</sup>.
8. No old or new business

Meeting adjourned 5:45

Minutes submitted by Nancy Dunlap, Board Secretary

Minutes approved by the board: October 9, 2018