

**Monthly Board Meeting Minutes**  
**Animal Care Trust - McKamey Animal Center**  
**Tuesday, November10, 2020 4:30**  
**At The Walden Club, 633 Chestnut St, Chattanooga, TN**  
**Via teleconference**

**BOARD ATTENDANCE (in person):** Doug Swafford, Lee Towery, Robert Jackson, Karla McKamey, Bruce Baird, Jay Floyd

**BOARD ATTENDANCE (via Teleconference):** Eleanor LaPorte, Chip Chapman

**ABSENT:** Sonia Young, Cynthia Dale

**STAFF (in person):** Inga Fricke, Paula Hurn

**Staff (teleconference):** Jeff Wilhite, Crystal Evans

**GUEST:** Tripp Sawyer, Allie McKamey

**CITY REPRESENTATIVE:** Maggie Marsh (Teleconference)

**MEETING CALLED TO ORDER:** 4:35 PM by Lee Towery

**MOTION TO APPROVE OCTOBER MINUTES:** Motion to approve October minutes Bruce Baird, Karla McKamey, second. Approved/Passed unanimously.

**EXECUTIVE DIRECTOR REPORT:** Inga shared her detailed report regarding the flow of animals into and out of the Center. Inga gave a detailed analysis of her findings concerning the Center census report, length of stay, humane housing space and staffing considerations. Included in the report was Inga's plan regarding addressing the identified concerns and action plan to move the Center forward.

What to do next:

- Reorganize staff organizational chart;
- Review, monitor and manage intake of animals;
- Examine all aspects of clinic services to improve the flow or animals out of the Center;
- Access the scale back and how it will affect the Center's financial picture;
- Ensure the community understands what scale backs are happening and why.

**ANNUAL FINANCIAL REPORT (Year ending June 30, 2020):** Paul Johnson gave Annual Financial Report. Paul reported the Center has done well overall in regard to income and monitoring expenses.

**ANNUAL MEETING ITEMS:** Lee asked for a discussion regarding monthly Board Meeting Date and Time. Motion to keep meeting time second Tuesday of each month, start time 4:30PM/Doug, Second, Jay. Passed unanimously.

**COMMITTEE REPORTS:**

**Financial Report:** Buck reported that bequests, donations and some Covid-relief funding have helped the Center maintain a positive bottom line. He reported that the finance committee would be working on a report regarding salary and staff reorganization.

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**Development Report:** Mindy shared development report. Mindy discussed the success of the Golf Tournament. There was a short discussion regarding Development plans for the coming year.

**Governance Committee:** Bruce gave report regarding new Board member nominations. Nominees considered: Tripp Sawyer and Allie McKamey, Bruce motioned to accept, Karla seconded. Passed unanimously. Lee inquired to Maggie if the Mayor has given her recommendations for additional Board member nominees. Maggie indicated she is meeting with the Mayor about this subject this week.

**OLD BUSINESS:** Charles shared the story of the former volunteer and “Bunny Lady” Debbie Troy and suggested a plaque in her honor for the MAC lobby. Lee asked Tripp to work with Beth Brock regarding the John Williams Memorial Agility Yard and present a report at the December Board meeting.

**Re-Branding of Logo:** Lee shared that the logo was never approved by a Board vote. Lee motioned to adopt the logo as designed until the strategic plan is finalized. Lee motioned, Robert seconded. Passed unanimously.

**NEW BUSINESS:** Discussion regarding the need for wireless microphone for Board Meetings when some members attend via teleconference.. Lee indicated there is a microphone at the Center that can possibly be used if compatible with computer equipment being used for meetings.

**Lee adjourned the meeting at 5:30 PM**

*Minutes submitted by Crystal Evans, November 20, 2020. / LCT 12 8 2020*