

Minutes of ACT - Regular Board Meeting
January 13, 2016

Location: McKamey Animal Center

Board Members Present: Lee Towery (Board Chair), Nancy Dunlap (Secretary), Doug Swafford (Treasurer), Bruce Baird, Carolyn Varnell, Ashley Sorrow, Carol Goodman, Naiara Cancel, Cindy Schmissrauter, Jay Floyd, Angelika Lingl

Absent: Karla McKamey, Elisabeth Donnovin, Susan Lindner, Sonia Young, Krystye Dalton

Also Present: Jamie McAloon (ED); Paula Hurn (Center Director), Jeff Wilhite (Financial Controller), Molly Cooper (City Representative)

Meeting was called to order at: 4:35 PM

1. The Agenda was approved.
2. The December 9th, 2015 Minutes were approved.
3. Lee Towery reported on upcoming events:
 - a. Brunch at the Walden Club to benefit McKamey is scheduled on January 30th
 - b. Humanitarian Awards Dinner is coming up March 3rd, 2016 (Bessie Smith Hall) – Cindy & Carol & Ashley will coordinate the Auction this year.
 - c. High Society Dinner at Walden Club is scheduled for April, working on a date
 - d. Dogs do the Cat Walk event at Belks will be scheduled in May; date to follow.
4. Finance Report – Doug Swafford:
 - a. Animal medical and food supplies continue to be over budget due to the number animals at the Center.
 - b. Employee benefits are over budget due to the growing number of employees; a plan is being put in place to reduce this number.*
 - c. Professional Development category is over budget due to several conferences that were attended; no more conferences will be scheduled in 2016.
 - d. Contributions would be below budget except for an unexpected bequeath.
5. ED Report – see detailed report retained in Minutes Book:
 - a. Increase in animal population due to various reasons (mainly Officers bringing in more animals from the City)
 - b. This year the Center did more cat adoptions than dog
 - c. Adoptions are up as are transfers out of the Center
 - d. Live Release rate goal is 80%; we are now at 72%
 - e. *Staffing – eliminated 3.25 positions; goal is to get back down to 45 employees (did not terminate anyone to reduce these positions)
 - f. Annual Budget – Due to City on the 18th; will ask for a 3% increase
 - g. The Pet Company lawsuit has been dismissed.
6. Strategic Planning session was cancelled; we will look at it again in a few months
7. Committee Signup sheet was sent around and Chairs elected so meetings can be scheduled:
 - a. Governance/Nominating Committee – Nancy Dunlap was elected chair
 - b. Finance Committee – Doug Swafford, Treasurer, will chair this committee

- c. Development/Special Events Committee – Lee Towery elected Chair with Ashley Sorrow as co-chair
 - d. Policies & Procedures Committee – Angelika Lingl elected Chair with Nancy Dunlap as co-chair
8. Lee Towery urged the committees to meet soon to establish goals for the coming year; it was suggested that committees meet at least every other month or as frequently as necessary to accomplish goals.
9. Lee Towery reported on Center Issues:
- a. The Executive Committee met several times; 11 Center staff members were met with. The EC worked with Jamie McAloon to institute a plan to improve management practices and communication with the staff; management reorganization and elimination of several positions in addition to some financial restructuring will take place to get expenses in line with the current budget.
 - b. Discussed the need for volunteers at the Center; transport drivers, adoption counselors and other areas. Board members were encouraged to volunteer if possible.

Meeting was adjourned at approximately 5:30 PM

Minutes submitted by Nancy Dunlap, Board Secretary



Minutes approved by the Board: February 10, 2016