

Monthly Board Meeting Minutes
Animal Care Trust - McKamey Animal Center
Tuesday, September 8, 2020 4:30 PM
at The Walden Club, Chattanooga, TN
and Via Teleconference

BOARD ATTENDANCE (in person): Doug Swafford, Lee Towery, Robert Jackson, Charles Sanford, Karla McKamey, Cynthia Dale

BOARD ATTENDANCE (via Zoom): Jay Floyd, Chip Chapman, Sonia Young

ABSENT: Bruce Baird

GUEST (in person): Tripp Sawyer

GUEST (via zoom): Judy Sigman, "T" Fisher, Beth Brock, Shelley Pickett, Debbie Thompson

STAFF (in person): Paula Hurn, Mindy Kolin, Buck Gentry

STAFF (via zoom): Jeff Wilhite

CITY REPRESENTATIVE: Maggie Marsh (in person)

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

INTRODUCTION: Inga Fricke, Executive Director Candidate

MOTION TO APPROVE AUGUST MINUTES: Motion to approve August minutes Doug Swafford, Robert Jackson, second. Approved/Passed Unanimously

CONTRACT WITH CITY OF CHATTANOOGA: MAC has lowered its percentage of government contract income from 85% to now 52% of total budget.

CHAIR/VICE CHAIR REPORT: Discussed working with HRMC on Organizational Chart, job descriptions and salaries.

Center jobs filled include; Brandon Hamilton, Volunteer Coordinator, Hollie Shepard, Administrative Assistant. Search continues to fill Director of Animal Services position vacated by Becca Ross. She is stepping down from the position to pursue nursing school.

Clear the Shelter Event/55 adoptions

COMMITTEE REPORTS:

Finance: Buck reported that July revenue was \$3000 within the budget, good in that the budget for July and the balance of the year will be negatively impacted by not getting the 3% increase in our City contract for 2020 - 2021. Expenses included costs associated with the ED search that were not budgeted but were board approved after the fact.

MAC also received another major gift to start the year that should offset the reduced expectation from the City contract (above) the balance of the year. Last year's audit included a recommendation that we directly address the fact that we have more than the FDIC \$250,000 limit in insured deposits at both banks we do business with. Banks have a product for overnight investment. Cost is \$75 per month to purchase this coverage at First Bank, where our savings account is. SunTrust should also offer this product.

Motion to approve purchase of this product/Doug Swafford, Karla McKamey seconded to allow finance committee to purchase product to get finances covered.

Capital Improvements: Buck also reported on the status of identifying needed capital improvements, and how to pay for them.

Paula has created a comprehensive narrative of the needs and with Buck has estimated the cost in total to run from \$250,000 to \$400,000.

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The Finance Committee is working out a detailed plan to present to the board for approval involving refinancing the mortgage to access equity in the building while reducing interest rates possibly and keeping our monthly debt service the same. Finance is sending our requests for financing to three banks.

Endowment: Buck reported that for three or four years we have deposited on account \$700 a month with the Community Foundation who holds our endowment. The Community Foundation will report in more detail at a future board meeting.

DEVELOPMENT COMMITTEE: Mindy and Robert (Development Committee Chair) presented the Development plan in detail for the fiscal year 20/21. Mindy shared concerns that COVID-19 may impact some areas of the total goal of \$658,100.

Mindy and Robert will provide detailed report quarterly at Board meetings.

GOVERNANCE COMMITTEE: No report.

OLD BUSINESS: NONE

NEW BUSINESS: Judy Sigman shared the situation with the dog that was found at Mimi's. Lengthy discussion on circumstances that MAC cannot give out information about the dog. The owner has signed the dog over to MAC and it is thus MAC property. The staff cannot give out information because of the Center policy. Karla shared she would be glad to talk with Judy about the situation with the dog. Judy has Karla's phone number to contact her.

Lee adjourned the meeting at 5:41 PM

Minutes submitted by Crystal Evans, October 12, 2020.