

**Darlington County Humane Society Board of Directors Meeting**  
**Hartsville Public Library, Hartsville, SC**  
**December 9, 2014**  
**6:30 pm**

**Members In Attendance:** Jeannie Gainey, Kit Hardee, Carol Stackhouse, Jackie Kirven, Billie Poston, Crystal Hulsey, Kim Tiedemann, Lynette Savereno, Leslie McElveen, Barbara Bonanno, Bev Bisazza (via Internet)

**Absent:** Robin Jones

**Guests In Attendance:** Alan Shelley, Kathy McDonald

Kit Hardee and Crystal Hulsey, Co-Chairpersons, called the meeting to order at 6:30 pm. Minutes taken by Kim Tiedemann.

**Item 1: Approval of [November minutes](#)**

Deferred until January meeting so that Kit, Crystal, and Kim can fill in missing info from the minutes before presenting at the next board meeting.

**Item 2: Rescue**

Bev asked for clarification about adoptions that seem to take place on the same day that the application was placed at the shelter. Jackie clarified that on some days, they can call the vet and approve the application that same day. Billie clarified that any board member can approve an adoption application. Kim asked if personal references are on the application. Billie responded no, but personal references can be added. Kim asked what type of contract adopters sign and what right the shelter has to reclaim the dog. Jackie clarified that the adoption form at the shelter states this, and Billie clarified that the adoption application states this as well. Billie suggested that we state officially that any board member can approve an application, but a note needs to be made which board member checked the application.

**Item 3: Budget**

Kathy met with Goodson Accounting to coordinate the use of QuickBooks.

Kathy distributed table of tracking expenses from January-December 2013 and asked that we decide how much more detail we think is necessary. Kit asked board members to look over the annual report and suggest categories to clarify expenses even further.

Billie suggested that we continue to improve the details of our record-keeping so that we can make wiser decisions and plan better for the benefit of the animals. Lynette and Kathy agreed that we need to document every penny that comes in and every penny that goes out. Then we can have better records and plan better.

**Item 4: Shelter**

Jeannie reported that the flanges are being made to move doghouses outside the kennels, allowing more room in the kennels of the big dog run.

Jonathan has been shadowing Tyrone and John as a possible yard manager.

Jackie stated that we have to go to county council and request permission to build onsite a building for the cats (since the grounds are owned by the county). County administrator came to the shelter to see the site where we want the cat building. We need to have funding in place so that we don't have to ask for funds from the county. Jackie wishes to get more than one contractor to advise us on this project.

Jackie said the VA Hospital in Columbia called about a veteran who lives in Darlington who seeks a companion dog.

Action: Jackie made a motion that we meet this gentleman and seek a good companion for him. Motion was seconded and approved.

**Item 5: Renovation Offer**

Lynette stated that a very generous woman in VA contacted Bev and Lynette to build a facility for moms and puppies.

Action: Lynette made a motion that we look into alternatives to take this donor on her offer. Motion was seconded and approved.

**Item 6: PA dog licence**

Lynette asked Carol and Jackie to sign the license for renewal.

**Item 7: ByLaw Changes**

No need to change the by-laws.

**Item 8: Dealing with Rumors**

Kit asked the board members to ask someone about questions to clarify before jumping to conclusions. Discussion ensued for 30+ minutes about tone and word choice in emails, clarifying information with someone who knows, the use of Facebook, board members working as a team, the low morale of the shelter staff (young vet techs).

**Item 9: Bingo update**

Leslie stated that bonds are in the process and we should proceed quickly with beginning Bingo.

**Executive Session (if needed)**

**Kit adjourned the meeting at**