

**Darlington County Humane Society Board of Directors Meeting**  
**Hartsville Public Library, Hartsville, SC**  
**January 13, 2014**  
**6:30 pm**

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

**Absent:** Barbara Moore

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

Kit Hardee and Crystal Hulsey, Co-Chairpersons, called the meeting to order at 6:35 pm. Minutes taken by Kim Tiedemann.

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

**Item 2: Removal of Director**

A motion was made to remove Barbara Moore. The motion was seconded and approved by a 2/3 majority vote.

**Item 3: Rescue Business**

This year we sent over 2,157 animals to rescue (404 cats, kittens)-an incredible first time record! We're in good standing with our rescue partners. We lost only one partner this year through no fault of our own but picked up another rescue partner.

The number of animals who die at the shelter is down this year as well. This is due to the medicine provided by the rescue, the care given by the vet techs, and the diligence of the shelter staff.

We desperately need another rescue vehicle. A volunteer in PA has done some research about vans. Kit stated that his father may research this for us. Lynette said we need a large transport van-not just a cargo van-that would carry up to 75 animals. We need something that people can walk in to standing up to load/unload.

Kathy McD suggested that we add to the February minutes info about a possible loan for the van.

Bev suggested we do a fundraising campaign.

Someone suggested that we ask for advertising on the side of the vans to help the funding (McLeod Farms, Heritage Bank, etc).

**Item 4: Shelter Business**

Jeannie reported that Gina Hargrove is now working the 12-5 shift in the office. Due to how the

shelter itself has grown, along with the rescue and foster program, we need more staff or volunteers.

Kim T. suggested that volunteers create a schedule and rotate days of work.

Billie suggested that we contact DSS, voc rehab, the unemployment office for workers whom those organizations will pay.

Crystal suggested we declare set jobs, get a list of people and contact information, and set weekly jobs. Crystal, Kathy McG, and Kathryn Horton will coordinate this.

Kim T. reminded the group that a volunteer orientation video is still in the works. She needs more pictures for the video. Kim T. needs to email the board with the categories/sections of the video and which pictures are needed. Crystal suggested that info about the Heimlich maneuver should be included in the video.

Kathy McDonald passed out copies of the budget and stated that we are in the best shape in January that we have been in a while.

Crystal asked if we could work Bizzell's Sunday, April 5.

Carol Ciccone questioned the safety of adopting puppies to pre-approved families the day they arrived at the shelter. Jeannie responded and said that the adoption contract states that adopters must take their new dog to the vet within 2-3 days. Puppies are more vulnerable regardless if they are left at the shelter.

After questions arose about adopting pets to pre-approved adopters on the same day that pets arrived at the shelter, the discussion ensued about pet health and prompt vet visits. Kim T. will send a copy of the adoption educator packet that she used to make and provide to the shelter. Board members should provide feedback about what Kim should delete/add so that these packets can be available at the shelter again for adopters.

### **Item 5: Adoption Policy**

Should we establish/change our policy about adopting animals to adopters who have intact animals at the time? Kit made the point that adopting an altered pet to someone who has an intact pet already at the house does not increase the pet population.

Bev gave an example of a rescue that removed a pet from the home because the adopter did not alter their current pet within the given 30 days. Are we holding our rescues to a higher standard? Kit and Robin stated that we don't have an abundance of good applications like our rescue partners have.

Lynette suggested that we don't need to be bound by so many regulations and checklists that we do not consider individual cases and do what is best for an individual animal.

Kathy McG suggested additional questions on our applications.

Kathy McD suggested that we educate people about spay/neuter.

Leslie suggested that if we get the spay/neuter ordinance in place, we could possibly have fewer adopters with intact pets who wish to adopt from the shelter.

Kathy McD suggested that the board president (Jeannie) bring to every meeting a binder with the [mission statement and goals](#), animal shelter contract, etc. for our reference at meetings.

Bev emailed out questions for discussions and the following documents.

- [current DCHS adoption application](#)
- [questions suggested from Bev](#)
- [sample application from rescue partner](#)

Who keeps up with unaltered animals who are adopted?

- Jackie has just re-started the adoption spreadsheet.
- Carol contacts adopters to schedule alters at the vet of their choice.
- Carol said she gets every adoption application and annotates it.
- Lynette questioned about adopters who fail to show up for altering appmnts.
- Jackie states that “no shows” for altering are put in a stack and checked.
- Jeannie also calls adopters to ask how surgeries went.
- Jeannie, Kathy, Carol, and Jackie state that they are confident that no adopters fall through the cracks.
- Suggestion is made that this process of following through should be added to Gina’s job description.
- Jackie stated that she will go through adoptions for the past two months and check for “no shows” for alters.

#### *#6 and #7 on the suggested list of topics to discuss about adoptions*

- Jackie suggests that we have a clear line to “track” each adoption to avoid the email frenzy about dogs who have applications and interested rescues **at seemingly the same time**. We must develop a protocol/checklist to avoid this frustration.
- Leslie states that she tells adopters that they have 48 hours to pick up their new pet.
- Jackie said this is the “limbo zone” where the confusion begins about dogs who are in high demand.

**Pet Point**

Kit -----??????

Bingo update

- Kit states that he has not received any communication.
- Leslie said he is waiting for the paperwork in Columbia to be signed.
- Leslie said she would follow up.

Jackie stated that we have added a statement in the pet adoption agreement/contract that adopters agree to return the pet to the shelter, not rehome the pet or give it away. Billie and Kathy McD clarified that the question regarding this on the application is simply to educate potential adopters about the importance of returning the dog to the shelter.

Billie suggested that we review the applications from our rescue partners to determine which questions, if any, we'd like to add to our own application.

**Kit adjourned the meeting at 9:02.**