

Darlington County Humane Society
Board of Directors Meeting
Minutes
April 13, 2015

Members In Attendance: Steve Ingram, Kit Hardee, Crystal Hulsey, Leslie McElveen, Carol Stackhouse, Robin Jones, Jeannie Gainey, Jackie Kirven

Absent: Kim Tiedemann, Lynette Savereno

Guests in Attendance: Wendy Ransome, Holley Fambrough, Kathy McDonald

Kit Hardee called the meeting to order at 6:45 pm and established a quorum.

Minutes taken by Carol Stackhouse

1. A motion by Carol Stackhouse with second by Leslie McElveen to approve the minutes of the March 9, 2015 meeting was approved.
2. Shelter Hours: Jackie Kirven moved that effective May 1 shelter hours on Thursdays only be extended from 5:00 to 7:00 pm. There will be no intake of animals during these hours. Service will be restricted to fosters and adoptions only. There will be one staff person and a volunteer foster coordinator on duty during the extended hours. Leslie McElveen seconded the motion. The motion was approved. The additional hours will be subject to change if the budget does not support the cost of payroll. Kathy McDonald will monitor the additional expense and available funding and report to the Board.
3. Foster Manual: The proposed manual was discussed with input from Wendy Ransome. Kit and Wendy will draft a foster agreement to be signed by the foster for each animal placed. Carol Stackhouse will draft a foster policy to define the persons with authority to approve foster homes and foster placements and to define the responsibilities of foster coordinators. Wendy will incorporate suggested changes to the proposed foster manual. Revised copies will be distributed by email to the board.
4. Candy Machine: An individual has approached DCHS about placing a candy machine at the shelter with 10% of the proceeds going to DCHS. Concerns were expressed about available space and liability for loss due to theft or vandalism. The Board requested additional information, including the dimensions of the machine and a copy of the proposed contract defining the terms of the agreement between DCHS and the vendor. Jackie will obtain this information from the vendor.
5. Treasurer: Kathy McDonald distributed details of disbursements for Feb and March.
6. Bridge: The Cans for Critters campaign raised \$475.70 for Bridge. Kathy McGowan is raising funds for Bridge payroll and utilities. Two individuals are working on a capital plan for the purchase of the Bridge property to be presented to the Board in May. There are 40 dogs at Bridge. Sponsorship for Bridge kennels are \$30 per month for dogs and \$20 per month for cats. Erica Manko is being hired to work at Bridge. In addition to Erica, someone is still needed two days per week to maintain Bridge operations.
7. Shelter: Leslie decided to separate management of the yard and office. Randy is responsible for yard maintenance and is accountable to Leslie for all of his activities. Holley supervises all other

staff and office operations. Holley provided feedback about Leslie's decision to restructure shelter management and the need for clear communication and professionalism by shelter staff and management. Kathy McDonald, Leslie McElveen and Randy Ivey made the decision to remove the "stockade wall" without consulting the Board or realizing that the County made the decision to erect the wall. The County installed the wall. Kathy will contact the County to make sure they have no objections to the removal.

8. Fido Fixers- the representative who had asked to speak to the Board cancelled.
9. Rescue- No Report

Executive Session

Adjournment 8:30 pm