

## **SANTA CRUZ COUNTY ANIMAL SHELTER**

### **BOARD OF DIRECTORS MEETING**

Minutes of Monday, October 19, 2015 3:00 PM

Board of Supervisors Chambers, Fifth Floor

701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: M = Mauriello, P = Phares, S = Shull, C = Clark, W = Weiss, Mc=McCartney,  
V = Verinsky, B = Barreto,

First initial indicates maker of motion, second initial indicates the "second"; upper case letter = "yes" vote; lower case letter = "no" vote; () = abstain; // = absent

1.0 Call to Order and Roll Call: Deputy Chief Steve Clark called the meeting to order at 3:03 pm. All Board members were present.

2.0 Introductions: there were no introductions.

3.0 Late Addition or changes to agenda: there were no late additions or changes to the agenda.

4.0 ORAL COMMUNICATION – Six people addressed the Board on matters unrelated to the day's agenda.

#### 5.0 CONSENT AGENDA

5.1 Approved minutes of the August 10, 2015 ASA Board Meeting

5.2 Accepted reports of the General Manager and Management Team for August and September 2015

5.3 Accepted the statistics for the months of August and September 2015

5.4 Accepted and approved quarterly report for all claims under \$10,000

5.5 Accepted and approved journal entry payments with the County of Santa Cruz for FY15/16 first quarter

5.6 Approved fixed asset inventory for 2015

5.7 Continued to next meeting the revision of SCCAS policy and procedures #210 and #220

5.8 Continued to next meeting the discussion of field patrol activities

5.9 Accepted and approved the record retention policy and procedure

MSPCWMcVB

#### 6.0 REGULAR AGENDA

6.1 General Manager's Oral report presented by Melanie Sobel.

Ms. Sobel introduced the Shelter's new Program and Development Manager, Jen Walker to the Board. Jen brings a wealth of knowledge from dog behavior to humane education to shelter management and has recently secured a \$10,000 grant for our Humane Education Program.

Ms. Sobel informed the Board of the Shelter's new program of utilizing inmates from the Rountree Detention Facility to help with daily tasks in the kennels. Ms. Sobel was pleased to report that the program could not be working better and is working well for

staff and the inmates as well. She acknowledged Board Members Mauriello and Verinsky for facilitating this arrangement to benefit the Shelter.

6.2 Approved financial reports for the months of August 2015 and September 2015.

Board Member Shull noted that she had attended the recent Parks and Rex event and thanked Ms. Sobel and shelter staff for such an outstanding event. The event was a collaboration between Animal Shelter and Parks Department.

Board Member Clark congratulated staff on the \$30,000 YTD revenue from the Cottage Shop.

Board action on Regular Agenda Item 6.2: VWMPSCMcB

7.0 Meeting adjourned at 3:45pm. Next regular meeting is scheduled for December 14, 2015 at 3:00 p.m.