

SANTA CRUZ COUNTY ANIMAL SHELTER
BOARD OF DIRECTORS MEETING
Minutes of Monday, April 9, 2018 3:00 PM
Board of Supervisors Chambers, Fifth Floor
701 Ocean Street, Santa Cruz, CA 95060

VOTING KEY: C=Coburn, P = Phares, S = Shull, V = Verinsky, Vi = Vides, Mc=McKinley, W=Walpole, F=Flippo, B=Booth

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: Board Chair Nicole Coburn called the meeting to order at 3:05 pm. All Board members were present.
- 2.0 Introductions: none
- 3.0 Late Additions or changes to agenda: replacements for pages 23, 24 and 30 were distributed.
- 4.0 ORAL COMMUNICATION – One person addressed the Board on matters unrelated to the day’s Agenda.
- 5.0 CONSENT AGENDA
 - 5.1 Approved minutes of the February 12, 2018 ASA Board Meeting
 - 5.2 Accepted reports of the General Manager and Management Team for February and March 2018
 - 5.3 Accepted the statistics for the months of February and March 2018
 - 5.4 Approved quarterly report for all claims under \$10,000
 - 5.5 Approved journal entry payments with the County of Santa Cruz
 - 5.6 Authorized General Manager to accept a donation in the amount of \$10,000 from Robert Watson and direct that the check be deposited.
 - 5.7 Authorized General Manager to accept a bequest in the amount of \$10,000 from the Yule Family Trust and direct that the check be deposited.

Board action on Consent Agenda 5.0: WSCPVVIMcFB

6.0 REGULAR AGENDA

- 6.1 General Manager’s Oral report presented by General Manager Melanie Sobel

Ms. Sobel reported that the Shelter’s recent St. Pittie’s Day event was very successful. The 200 tee-shirts printed for the event sold out prior to the day of the event and about \$5,000 was raised to support Shelter programs.

Ms. Sobel noted that general donations are up at this time. The Shelter anticipates about \$100K more in donations than we expected for this fiscal year. The next direct mail donation appeal is scheduled to be sent within the next two weeks.

The Shelter's new Program and Development Manager started work today. She has a fundraising background and will be able to help increase donations.

There are still two vacant Animal Control Officer positions. These positions are difficult to fill due in part to the on-call schedules required. Shelter staff is looking into the possibility of contracting out the afterhours wildlife calls in an effort to retain officers.

6.2 Approved financial report for the months of February and March 2018.

General Manager Sobel gave the financial report and noted that license revenue is still down slightly. We expect the licensing push with the digital tags to help increase licensing revenue.

Board action on Regular Agenda Item 6.2: SPWCVViMcFB

6.3 Consider General Manager's proposed budget for FY 2018-2019.

General Manager Sobel gave the Board an overview of three proposed budget plans for the next fiscal year: a plan with a 4% increase, 6% increase and with an 8% increase.

There are no proposed changes to the Shelter's fee schedule or personnel summary. The Board discussed the proposals and asked Ms. Sobel which plan she recommends for the coming fiscal year. Ms. Sobel indicated that she recommends Plan B which is the 6% budget increase.

Ms. Sobel noted that a budget cut would reduce the Shelter programs to only the core mission. Over the years we have added some long-term preventive efforts such as low-cost Watsonville spay/neuter clinic, outreach, education and behavior consulting programs. She also noted that private donations fund the Benefit Shop manager position which helps bring in additional revenue each week.

7.0 Regular meeting was adjourned at 3:42 pm.

The next regular meeting is scheduled for Monday, June 11, 2018 in the Board of Supervisors Chambers at 701 Ocean Street.