

**SANTA CRUZ COUNTY ANIMAL SHELTER**  
**BOARD OF DIRECTORS MEETING**  
Minutes of Monday, February 12, 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. Board Member Shull was absent.
- 2.0 Introductions: none
- 3.0 Late Additions or changes to agenda: none
- 4.0 ORAL COMMUNICATION – Two people addressed the Board on matters unrelated to the day’s Agenda.
- 5.0 CONSENT AGENDA
  - 5.1 Approved minutes of the December 11, 2017 ASA Board Meeting
  - 5.2 Accepted reports of the General Manager and Management Team for December 2017 and January 2018
  - 5.3 Accepted the statistics for the months of December 2017 and January 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 \$5,500 from the Silicon Valley Community Foundation and direct that the check be deposited.
  - 5.7 Authorized General Manager to accept a gift in the amount of \$15,000 from an anonymous donor and direct that the check be deposited.

Board action on Consent Agenda 5.0: WVCP/S/ViMcFB

6.0 REGULAR AGENDA

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

Ms. Sobel thanked Board Member Vides for her assistance in get the Watsonville microchip ordinance approval process underway. She noted that the new ordinance is expected to take effect on 3/15/2018.

6.2 Approved financial report for the months of December 2017 and January 2018.

General Manager Sobel noted that license revenue is down slightly due in part to the decrease in Planned Pethood surgeries when ASA was short the relief vet positions.

Ms. Sobel also noted that ASA typically does one direct mail donation appeal each year. For this fiscal year, two direct mail appeals have already gone out and one more is planned before the end of the fiscal year.

Board action on Regular Agenda Item 6.2: ViBWVCP/S/McF

7.0 Regular meeting was adjourned at 3:30 pm.

The next regular meeting is scheduled for Monday, April 9, 2018 in the Board of Supervisors Chambers at 701 Ocean Street.