

Santa Cruz County Animal Shelter

Board of Directors Meeting

Minutes

April 10, 2023 11:00am

In-Person Meeting

VOTING KEY: B=Bush, C:Chung, Cl=Clark, Co=Coburn, D=Dally, F=Figuroa, R=Ryan, S=Schmidt, V=Vides W=Walpole

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

Abbreviations: Board Member (BM), General Manager (GM), Field Services Manager (FSM)

- 1.0 Called to Order and Roll Call: Meeting was called to order at 11:00 am by ASA Board Chairperson Clark. BM Dally and BM Vides were absent. BM Sara Ryan substituted for BM Dally.
- 2.0 Introductions: None.
- 3.0 Consideration of late additions or changes to the Agenda: None
- 4.0 Oral Communications:
 - Lynn Achtenburg: Lynn represents Project Purr, a Santa Cruz County non-profit organization for over 35 years. Lynn discussed feral cats and how they are treated. Lynn advocated for Trap-Neuter-Return (TNR) program funding to help decrease feral cat breeding and helping the SCCAS save budget funds.
- 5.0 Consent Agenda
 - 5.1 Approved minutes of the February 13, 2023 board meeting
 - 5.2 Accepted reports from the General Manager and Management Team for February and March 2023.
 - 5.3 Accepted and filed statistics for February and March 2023
 - 5.4 Accepted and approved 3rd quarter report for all claims under \$10,000
 - 5.5 Accepted and approved 3rd quarter journal entry payments with the County of Santa Cruz
 - 5.6 Approved an AUD60 to accept and appropriate \$75,181.29 in unanticipated revenue for legal and management services
 - 5.7 Accepted and approved revision of the SCCAS Change Fund Policy and Procedure #360
 - 5.8 Accepted gifts totaling of \$55,583.18 from the SCCAS Foundation

Board Comment: BM Coburn thanked GM Rowland and welcomed her first Board meeting. BM Clark welcomed GM Rowland and thanked Interim GM Gaffney for his support.

Public Comment: None

Vote: Co B C Cl /D/ F R S /V/ W

Item approved unanimously.

6.0 Regular Agenda

6.1 General Manager's Report – GM Rowland comments:

- Orienting with Shelter Team, Board Members, and Stakeholders.
- Thanked Interim GM Gaffney and Shelter Counsel Townsend for their support.
- Thanked Dr. Gleason for returning as an extra-help vet and Dr. Brenn-White for coming on as a contracted vet to help stabilize clinic operations.
- Announced this is National Animal Control Officer Appreciation Week this week and thanked them for their services and expressed her appreciation for their work.
- Thanked SC Sheriff for working on really horrifying animal cruelty cases.
- Announced that National Volunteer Appreciation Week is upcoming and introduced the SCCAS Volunteer Coordinator Megan Carroll.
- Megan Carroll Comments:
 - SCCAS has one of the largest volunteer programs in the County
 - 150-200 active volunteers providing TLC to cats and dogs, assist with fundraiser events, transport animals, manage our website
 - Over 21,000 hours worked annual (equivalent to 10 full-time employees)
 - Thanked all the volunteers, including the many in attendance, for their contribution.
- GM Rowland comments (cont'd):
 - Volunteers have a significant impact on our budget and operation
 - SCCAS hosted an adult dog adoption event last week as dog population increases.
 - Cat population should increase quickly in the coming weeks due to kitten season.
 - Indicated there is room for improved efficiency.

Board Comment:

- BM Clark expressed appreciation for volunteers and staff, especially during transition, and in particular the animal control officers and their hard work in investigating animal cruelty cases.

- BM Chung: thanked Amber, Megan, and the volunteers for their efforts and looks forward to working with the Shelter.

Public Comment:

- Ann Miya: volunteer and SCCAS Foundation Board Member, expressed the importance for the volunteers to be ambassadors for the Shelter and educate the community on what the Shelter does.
 - o BM Clark Response: responded how important outreach events are.
- Joanie DeNeff: Expressed the importance of providing the resources needed to advance the Shelter programs.
- Kaye McKenzie: There is still confusion with people thinking that the Shelter is the SPCA. It is important for volunteers to educate the community on the difference between the organizations and what they do.

6.2 Considered and approved financial report for February and March 2023.

Board Comment: None

Public Comment: None

Vote: Ch R B Co Cl /D/ F S /V/ W

Item approved unanimously.

6.3 Considered General Manager's FY 23-24 Proposed Budget

GM Rowland: reviewed proposed budget as summarized in agenda packet pp. 37-39, requesting a 10% increase in member contributions to work toward a balanced budget model.

Board Comment:

- BM Coburn: requested info about funding the Veterinarian position and defunding the Program and Development Manager.
 - o GM Rowland Response: the Veterinarian position is critical to the Shelter and the Shelter will benefit from and be stabilized by an onsite Veterinarian. The Shelter will continue to use both employee and contracted veterinarian services. Shelter will work with the SCCAS Foundation to offset the loss of the Program and Development Manager. The impetus behind unfunding the position was to reduce the budget deficit.
- BM Chung: please consider the current low Veterinarian position salary and how it will impact recruitment. Please also consider equity in any changes in the fee schedule.

- o GM Rowland Response: expressed that equity is very important to her.
- BM Schmidt: expressed interest in making improvements are being considered for the Watsonville Animal Shelter.
 - o GM Rowland Response: the Watsonville Shelter is definitely underutilized and we plan to increase services contingent on availability of staffing and volunteers to support it.

Public Comment:

- Frank Schmidt, Native Animal Request: expressed support for SCCAS and supported increased veterinary services.
- Nancy Newbie, Volunteer and SCCAS Foundation Board Member: expressed support for increased veterinary services and also expressed that she and the foundation are willing to help in filling in with some of the functions previously handled by the defunded Program and Development Manager position.
- Kathy Helmer, Volunteer and SCCAS Foundation Board Member: expressed that the Foundation is rebuilding after losing several SCCAS employee foundation board members. They are working to learn more about how the foundation and SCCAS can work together, to increase outreach, to provide more support for events and fundraising in the future.
- Kaye Mackenzie: Volunteer: expressed excitement at the prospect of hiring a new veterinarian to fill a critical role in shelter clinical operations.
- Bobbi Wolner: expressed her support for the Shelter and for the addition of a veterinarian position
- Kat Brown: expressed that a vet is critical for the Shelter operations including animal control activities.

7.0 Adjourned Board Meeting at 11:48 am

The next regular meeting is scheduled for 11:00 am on June 12, 2023 and to be held at the Santa Cruz County Board of Supervisors Chambers located at 701 Ocean St., 5th floor, Santa Cruz. The meeting will e held in person.

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 ATTEST: _____ 8/3/2023
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 Chairperson: Chris Clark

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 Clerk: Joe Phares