

**Santa Cruz County Animal Shelter  
Board of Directors Meeting  
MINUTES  
June 10, 2024 10:30 am  
In-Person Meeting – Santa Cruz County Board of Supervisors Chambers**

VOTING KEY: A=Ainsworth, B=Bush, Co=Coburn, Ch=Chung, D=Dally, S=Schmidt, T=Thul V=Vides W=Walpole

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

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- 1.0 **Called to Order and Roll Call:** Chair Jon Bush called meeting to order 10:32 am.  
**Result:** Eight of nine members present for roll call, Chung arrived 10:37 am.
  - 2.0 **Introductions:** Captain Donny Thul announced to replace Captain Anthony Figueroa as one of two Watsonville board members.
  - 3.0 **Consideration of Late Additions or Changes to Agenda:** Revised slides for Item 6.2
  - 4.0 **Oral Communications:**  
1 Person shared San Francisco Chronicle opinion piece about shelter intake crisis

**5.0 Consent Agenda**

- 5.1 Approve minutes of the April 8, 2024 Board meeting
- 5.2 Accept reports of the General Manager and management team for April and May 2024
- 5.3 Accept and file statistics for April and May 2024
- 5.4 Accept and file FY 2022-23 Audit Report for SCCAS
- 5.5 Appoint officers of the Board of Directors for FY 2024-25
- 5.6 Approve the continuing agreements list for FY 2024-25
- 5.7 Accept a \$5,000 gift from and anonymous donor
- 5.8 Accept gifts totaling \$30,640.50 from the SCCAS Foundation

**Public Comment:** None

**Board Comment:** Coburn: acknowledged clean audit; Schmidt appreciated Chair Bush

**Result:** Approved unanimously

**Moved:** Coburn

**Second:** Schmidt

**Ayes:** A B Co Ch D S T V W

**6.0 Regular Agenda**

### 6.1 General Manager's Oral Report

**Result:** Presentation by GM Rowland

### 6.2 Report back detailing plans to operationalize UC Davis Regents grant accepted at the April meeting

**Result:** Presentation by GM Rowland

**Board Comment:** Coburn: study session on community cats will be agendized, noted jurisdictional differences cat regulations, appreciated data and information  
Chung: need to consider sustainability and unanticipated needs

**Public Comment:** 1 Person expressed support for TNR due to observed effectiveness as SCCAS FSM; 1 Person expressed conditional support of proposal, encouraged inclusion of microchips and concept of "management of colony" post spay/neuter

### 6.3 Consider and approve an expenditure agreement with Animal Balance to conduct two high volume spay-neuter events.

**Public Comment:** None

**Board Comment:** Chung: inquired whether a south county location is possible

**Result:** Approved unanimously

**Moved:** Schmidt

**Second:** Ainsworth

**Ayes:** A B Co Ch D S T V W

### 6.4 Consider and approve financial reports for April and May 2024.

**Public Comment:** None

**Board Comment:** Coburn: Recommended vet clinics promote licensing

**Result:** Approved unanimously

**Moved:** Coburn

**Second:** Chung

**Ayes:** A B Co Ch D S T V W

### 6.5 Consider and approve a member contribution reallocation plan

**Public Comment:** None

**Board Comment:** Coburn: County defers to Capitola and City of Santa Cruz;  
Schmidt: Capitola and City of Santa Cruz select Option #3 (pasted below)

**Option # 3 - 20% per year for 5 years starting in FY 23-24 Increase / (Decrease)**

Jurisdiction	FY 23-24 Adjustment	FY 24-25 Adjustment	FY 25-26 Adjustment	FY 26-27 Adjustment	FY 27-28 Adjustment	5-Yr Total
Capitola	\$10,505	\$10,505	\$10,505	\$10,505	\$10,505	\$52,526
County	(\$31,414)	(\$31,414)	(\$31,414)	(\$31,414)	(\$31,414)	(\$157,072)
Santa Cruz	\$26,313	\$26,313	\$26,313	\$26,313	\$26,313	\$131,567
Scotts Valley	\$966	\$966	\$966	\$966	\$966	\$4,828
Watsonville	(\$6,370)	(\$6,370)	(\$6,370)	(\$6,370)	(\$6,370)	(\$31,849)
Total	\$0	\$0	\$0	\$0	\$0	\$0

**Result:** Option #3 selected and approved unanimously

**Moved:** Dally

**Second:** Schmidt

**Ayes:** A B Co Ch D S T V W

6.6 Consider and approve General Manager’s proposed budget for FY 2024-25

**Board Comment:** Chung: what would be a healthy reserve? Coburn: at least 2 months in reserve, for Shelter, roughly \$1,000,000; Coburn: Government employees shouldn’t be expected to do heavy fundraising

**Public Comment:** 1 speaker encouraged more personal contact and public awareness efforts by GM with potential donors; 1 speaker recommended that a position dedicated to public awareness be funded again

**Result:** 15% increase selected and approved unanimously

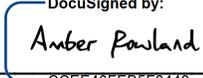
**Moved:** Coburn

**Second:** Dally

**Ayes:** A B Co Ch D S T V W

7.0 Adjourned at 11:26 a.m.

ATTEST:  DocuSigned by: 12/2/2024  
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 Chair Chung

 DocuSigned by: 11/30/2024  
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 Clerk Rowland