

**Minutes for the June17, 2010  
Board Meeting of the  
Bulverde Area Humane Society  
Bulverde/Spring Branch Chamber of Commerce Bldg  
30450 Cougar Bend Bulverde 78163**

Board President called the meeting to order at 6:25 P.M.

Board members present: Richard Lindell, Lynda Binkley, Christine Touw, Barbara Barban, Lori Osuna and Tom Blacklock

Board members absent: None

Guests present: Arnold Barban, Cassie Wedding, Loraine Foster, Lucy Page and Sally Desousa

1. **Treasurers Report** by VP/Acting Treasurer Lynda Binkley: Bank Balance \$25,550.18. Christine made the motion to accept, Tom seconded and the vote carried 6/6,

2. **Approval of Minutes** from the 20 May April 2010 Board Meeting: Internet motion was made by Lynda Binkley to accept, Barbara Barban seconded and 6/6 board members voted to approve the minutes.

3. **Animal Report:** Jan-April 2010: Dogs Intake: 80 Dogs Adopted: 79 Transfers: 1  
Jan-May 2010: Dog Intakes:111 Dogs adopted: 96

Jan-April 2010: Cats Intake:46 Cats Adopted :34  
Jan-May 2010: Cats Intake:60 Cats Adopted: 46

Richard made the request that fostered animals be included in the report as well. This will be added for the July 15 board meeting.

4. **Internet Votes:**

- A. Lori made the motion that we approve the ad design for the Bulverde/Spring Branch Chamber of Commerce publication. Christine seconded and the motion carried 6/6.
- B Lynda made the motion that we approve the stand alone policy on Rules & Guidelines for Board Meetings. Tom seconded and the vote carried 6/6.
- C Lynda made the motion that we rent a safety deposit box @ Security State Bank for \$30 per year. Christine seconded and the vote carried 6/6.

5. **Public Comment:** None

6. **Reports from Committees:**

- A Bylaws and Policy & Procedures Committee:
  - 1) Committee Chair positions

Richard opened the discussion by saying that the committees are a new concept for us and as we see how they function it made more sense for the chairs to be board members. Richard also had reviewed the Bylaws and saw that the Finance Committee Chair should be the

Treasurer. The following chairperson changes were made: Lynda Binkley is now Chair of Finance Committee and Lynda is the Chair of the Communication Committee.

Lori suggested that the committees and members be posted on our website. Christine will get this information to the webmaster (Roland).

2) Board Meeting Rules & Guideline Policy

Lynda handed out the attached policy to all guests. Lynda and Richard led this discussion.

3) Next policy that is being reviewed: Christine reported that several short policies will be reviewed by the committee members and presented before the July meeting.

4) Complaints and Grievances policy: No update

B. Finance Committee:

1) Grant application status: HW treatment and feral cat projects. Lynda is working on both.

2) SA Area Foundation Grant: Lynda said we received the \$5,000 check for this grant.

3) Tax Return. Lynda met with a CPA who agreed to do our tax return for \$150-\$200. Four board members were available and agreed that this was a reasonable fee but no formal vote was made. Lynda reported that taxes should be completed within the next week.

C Media/Communication Committee :

1) Publication of Newsletter Volume I, Issue I.

Cassie said she plans on publishing quarterly. She is gathering articles/ideas for the September publication and asked us to send her ideas.

2) Bulverde Community Newspaper article on JV Program: Miranda at the Newspaper conducted telephone interviews with Lynda, Christine & Richard. Lynda reported that Miranda said the article would be published on a space available status.

D Projects & Plans :

1) Plaque for ES Justin Miller stair project :Richard &Tom will order.

2) Completed: ES Project building steps on side of the mobile.

Richard & Tom will order plaque for this ES as well.

3) Richard discussed tentative plans for a Fall celebration, dedication and appreciation barbeque.

4) Caretaker project to close off one pen and paint/seal: (postponed)

5) Meow Mart: no update

E Nominations : Richard appointed Lori Osuna as the new Chair.

F Animal Publicity: Christine opened the discussion stating we have an overabundance of young kittens and suggested temporarily reducing the kitten adoption donation request. For the next few months we will have a Summer Special kitten rate of \$35 and include a starter kit (litter,litterbox,bowls,& toys). This will be posted on website and on Petfinder.

## 7. Unfinished Business

A. Recruiting for Shelter Operations Positions :

Assistant Shelter Managers : Tracy Bradshaw has started as Saturday assistant. Christine reported that the Junior Volunteer Coordinator and Adoption Event Coordinators are still needed. Lori suggested posting these positions on the website with job descriptions.

- B. Frost Bank Food Drive & Adoption Event: Event was held Jun 12 and Barbara B reported that it was very successful. She called the bank coordinator to thank them again and followed up with a thank you note.
- C. Purchase of Safe: The previously consider safe at Walmart is not suitable. Lynda is researching J.Boles safes and made the motion that we approve \$275 for the purchase of a safe, Barbara B seconded and the vote carried 6/6 .
- D. Lynda reported that we are members of American Humane Society.
- E. Open/Closed Banner: Lynda reported that this is pending.

## **8. New Business:**

Lynda discussed Carbonite Protection for the computer financial files. Christine made the motion to approve \$50 a year for this protection, Barbara B seconded and the vote carried 6/6.

The regular meeting adjourned at 8PM.

Board Members went into Executive Session at 8:10PM.

Executive Session adjourned at 9PM

Next Regular Meeting will be July 15, 2010. Note: Meeting changed to July 22, 2010.