

**Minutes for the April 26, 2011  
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 6:04 P.M.

Board members present: Richard Lindell, Lynda Binkley, Christine Touw, Barbara Barban (bb) , Candi Kane, and Cassie Wedding

Board members absent: None

Guests present: None

1. **Approval of Minutes** : Lynda made motion to accept, bb seconded and all members approved the 17 February regular board meeting minutes. Approval of the 17 March annual meeting minutes motion was made by bb, seconded by Candi and all approved.

2. **Animal Report:** Jan-March      Dogs Intake: 62      Adopted: 52      Foster: 4  
   Cats Intake: 27      Adopted: 12      Foster: 11 kittens

Richard asked for the animal report to show a comparison to the previous year.

4. **Internet/Telephone Votes:** 1) March 8, 2011 unanimous acceptance of resignation of Tom Blacklock from Board of Directors 2) April 10 2011 unanimous vote for adoption banner 3) April 22, 2010 unanimous vote to change board meetings from 3<sup>rd</sup> Thursday to 4<sup>th</sup> Tuesday of each month 4) April 26, 2011 unanimous vote to hire Phil Touw as the weekend care-taker.

5. **Public Comment:** None

6. **Reports from Committees:**

A Bylaws and Policy and Procedures Committee: (Christine)  
Desk SOP: Cassie is working on this and Richard asked that a wire diagram be included with an overview of tasks.

Cat/Kitten SOP : Christine reported that with so many cat caretakers (Jeri, Sally, and Tracy) it would be beneficial to have a written procedure. Jeri and Sally are working on this.

B. Finance Committee: (Candi & Lynda)	February	March
1) Treasurer Report: Beginning Balance	\$23,565.83	\$21,197.33
Receipts (money in) .	\$1405.87	\$3115.19
Disbursements (money out) .	\$3774.37	\$4872.32
Balance on hand	\$21,197.33	\$19,440.20

2) Grant status: Lynda reported that she applied for a \$10,000 Petco grant and it will take 4-6 weeks. Richard remembered that there was someone who recently offered to help with grants and Lynda will get his name and contact him.

C Media/Communication Committee : (Lynda)

1) Newsletter Publication :Cassie is working on the June edition. Discussion on advantages/costs of printing and mailing the newsletter. Lynda and Cassie will discuss and one of them will contact Centerpiece Graphics and ask Will what the cost would be. If the newsletter is mailed out we will also include a donation envelope and bb said there were many envelopes left over from the calendar.

Richard asked that the advertisements in the newsletter be updated.

2) Constant Contact & Go To My Computer :Lynda is attending an instructional class on this and will update later.

3) Business cards: Lynda reported that Will of Centerpiece Graphics made 1,000 cards at no cost.

4) Chamber Advertisement :Lynda asked if we wanted to place an ad this year in the Chamber book. No decision was made.

5) Richard suggested that we might want to update the shelter brochure. Cassie will prepare a draft.

D Projects & Plans : (Tom)

Agreement for Scouts to sign has been completed by Tom. Tom will continue to oversee projects.

E Nomination Committee

Chairperson position & committee members: Richard will appoint a new chairperson at a later date.

F. Shelter Operations (Christine)

1) Adoption Events: Monika is on vacation so Christine will lead Petsmart Saturday on May 7. Lynda will cover the Chamber of Commerce Spring Fling May 7. The My Place restaurant May 8 scheduled event is on Mother's day and Jenny Burgess with Animal Rescue Connections will participate but Lynda is not sure if BAHS will attend. The banner advertising the monthly adoption event is now posted at the restaurant.

2) Caretakers: Christine is now dog caretaker M-F, Tom and Jeri cover the cats on M, Th, F and Sat. Sally cat caretaker T & W. Phil covers dogs on Sat & Sun and Tracy cats on Sun!

3) Cat & Dog Food : HEB has cut back on food donations. Alternative ideas are to post on the website that we need food donations; approach Tractor Supply, Mummy's, and Pet Supply Plus; look at a grant for food.

G. Mueller Steel Building Committee: No update.Lynda reported that this is still pending

## **New Business:**

1) Board of Directors Liability Insurance: Lynda is researching and Cassie has offered to help with this.

2) PEC Charities: Lynda received the annual invitation and Tom & Jeri will be asked to attend.

3) Thrift Store: Lynda is moving forward with having a thrift store at My Place Restaurant. This will be a joint venture with Jenny Burgess of Animal Rescue Connection.

4) ATT matching fund donation of \$168 reported by Lynda.

Regular Meeting Adjourned at 7:42 PM. Next meeting is May 24.

