

**Minutes for the July 22, 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 6:08 P.M.

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

Board members absent: None

Guests present: Loraine Foster, Lucille Page, Roland Hermann, and Shari Kendricks

1. **Approval of Minutes** from the 17 June 2010 Board Meeting: Internet motion was made by Tom Blacklock to accept, Barbara Barban seconded and 6/6 board members voted to approve the minutes.

2. **Animal Report:** Jan-May 2010: Dogs Intake: 111 Dogs Adopted: 96  
Jan-June 2010: Dog Intakes: 129 Dogs Adopted: 119  
June 2010 Fosters: 2

Jan-May 2010: Cats Intake:60 Cats Adopted :46  
Jan-June2010: Cats Intake:76 Cats Adopted: 58  
June 2010 Fosters: 11

Lynda Binkley made arrangements for the Austin Humane Society to take 15 of our kittens for adoption.

4. **Internet/Telephone Votes:**

A. Lynda nominated Sally deSousa to be the relief caretaker for Jeri (2 days per week) Christine seconded and the vote carried 6/6.

5. **Public Comment:** None

6. **Reports from Committees:**

A. Bylaws and Policy and Procedures Committee: (Christine)  
1) Board meeting minutes and Committee updates will be posted on the website for 6 months and then taken down. Copies of monthly meeting minutes will be maintained in the board records.

- 2) Review of policies (pending)
- 3) Complaints and Grievances policy (pending)

B. Finance Committee: (Lynda is Acting Treasurer)

- 1) Treasurer Report: Lynda reported a Bank Balance of \$26,590.89. Balance in June was \$25,550.18
  - a) Change in report to Board : The Finance Committee will meet before board meetings to review all financial transactions and will report to the board any concerns. Starting in August the acting treasurer will report the following: Balance on hand at beginning

of reporting period, Receipts (money in), Disbursements (money out) and Balance on hand at end of the reporting period.

b) Candi Kane will continue as the book keeper and member of the Finance Committee. Candi is not interested in serving as the Treasurer at this time.

2) Carbonite protection has been installed

C Media/Communication Committee : (Lynda)

1) Bulverde News article on JV Program and Shelter Operations: Publication date unknown. A photographer from the Bulverde News came to the shelter and took photos of some JVs and was provided photos of girl scouts handling the dogs.

2) News release is being prepared for the \$5,000 grant from the SA Area Grant Foundation

D Projects & Plans : (Tom)

1) Plaque for ES Justin Miller stair project: Richard & Tom are finalizing

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

Plaque for this ES: Richard & Tom are finalizing

3) New Project: Tom reported that ES Ryan Allan Chapman is preparing his project proposal to build a bridge on the path on the south end of Walker Field.

3) Dedication/barbeque for the ES projects: Lori will research dates for this event

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

5) Meow Mart

E Nominations Committee: (Lori)

1) Treasurer position (pending)

2) Two open board positions (pending)

3) Lori will get the committee together to work on recommendations to fill these positions.

F Animal Publicity: (Christine)

1) Summer Special kitten adoption: Advertising has been posted on website and gift packages have been prepared

2) Jul 31 Pet Expo Adoption Event: This will be the first time that BAHS participates in the Pet Expo at the Freeman Colliseum. Pet Expo usually charges between \$350-\$700 for a booth. This year the AAPAW organization worked out an arrangement for APPAW members to share space without booth costs.

## 7. Unfinished Business

A. Recruiting for Shelter Operations Positions :

Assistant Shelter Managers, Junior Volunteer Coordinator & Adoption Event

Coordinators positions & job descriptions have been posted on the website. Christine reported that there has been no response.

B. Purchase of Safe: Lynda reported that the safe has been purchased and is ready for installation. Richard & Lynda will install.

C. Open/Closed Banner: Lynda reported that we should have the banner in hand in a few days

## 8. New Business:

A. Re-keying shelter locks: Tom researched and briefed us on the proposal to have the shelter locks rekeyed and numbered. There will be a log book to control and monitor

the disbursement of keys. Lynda made the motion to order the new keys and Richard seconded, the vote carried 6/6.

B. New website design: Richard invited Roland (the website designer) to brief the board on his new design proposal.

1) The board members were very pleased with the new design and Lynda made the motion to make the change and Christine seconded, the vote carried 6/6.

2) Richard asked Roland to monitor the number of viewers to our site, new verses old design.

3) Roland said the only information that was still needed was in the "Lost and Found Pet". Christine said she was preparing this and getting input from Loraine, Barbara B and Lynda.

Regular Meeting Adjourned at 7:13PM

Next Regular Meeting will be August 19, 2010