

**Minutes for the May 24, 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 6:00 P.M.

Board members present: Richard Lindell, Barbara Barban, Cassie Wedding, Candi Kane, Christine Touw

Board members absent: Lynda Binkley

Guests present: Loraine Foster and Lucille Page

1. **Approval of Minutes:** Barbara Barban made motion to approve April minutes, Candi Kane seconded and all members approved.

2. **Animal Report:**

| | DOGS | | CATS | |
|----------|--------|-----------|--------|-----------|
| | Intake | Adoptions | Intake | Adoptions |
| April | 21 | 29 | 7 | 16 |
| YTD 2011 | 80 | 80 | 34 | 28 |
| YTD2010 | 89 | 77 | 54 | 34 |

4. **Internet/Telephone Votes:** None

5. **Public Comment:** Loraine asked about the pup Coke McGee who was a distemper survivor. Coke was adopted and is doing well. Lucy asked about intake possibilities for ACS dogs/pups. BAHS helps ACS whenever possible.

6. **Reports from Committees:**

A Bylaws and Policy and Procedures Committee: (Christine)
Desk SOP: pending (Cassie)
Cat/Kitten SOP: draft completed (Christine)

B. Finance Committee: (Candi & Lynda)

| | |
|--|-------------|
| 1) Treasurer Report: Beginning balance | \$19,440.20 |
| Balance on hand | \$15954.13 |

2) Grant status: Lynda submitted that the \$10,000 grant is still waiting Petco action.

3) QuickBooks 2011: Lynda submitted that this has been updated for \$45.

4) Sales Tax Permit: Lynda filed with the State of Texas

5) Liability Insurance : Cassie reported that she had a second price quote of \$750.00

The first quote was \$825. A third quote is being obtained

C Media/Communication Committee: (Lynda)

1) Newsletter Publication: Cassie published the summer edition. This went out to all adopters and volunteers. Cassie is preparing a Special Edition for print and distribution. Will @ Centerpiece Graphics will print 1,000 copies at cost. Barbara B was going to see how many donation envelopes were left over from the calendar project to attach to the newsletter.

2) Constant Contact & Go To My Computer: Both have been purchased by Lynda

3) Chamber Advertisement (Lynda) No update

D Projects & Plans : (Tom)

No current projects. Barbara B reported that a Girl Scout Troop and an Eagle Scout had both requested information and she referred them to Tom.

E Nomination Committee

No update

F. Shelter Operations (Christine)

1) Adoption Events: Petsmart June 4 will be led by Monika. My Place Restaurant June 12, Lynda will manage.

2) Discussion on adoption fees: Cassie led discussion on possibility of a special adoption rate for seniors, (animals and adopters), hard to place dogs and kittens. Richard would like any change to the donation adoption fees to be included in the BAHS Policies. No decisions were made.

3) Discussion on adoption contract and adoption returns: Christine led the discussion on the reasons adopters return dogs. No changes to the return policy were recommended.

4) Dog food status: Christine reported that HEB donated 2,941 pounds of food. Tom and Roland picked up the food.

G. Mueller Steel Building Committee: Lynda filed a request for a free Mueller bldg (smaller) through the Texas Hill Country Reporter. Pending

New Business: None

Regular Meeting Adjourned at 7:04PM

Next regular meeting will be June 28, 2011