

# Animal Shelter Board Meeting Minutes

13 March 2018

6:00 PM

The Animal Shelter Board met on Tuesday, March 13, 2018 at City Hall. Call of roll and members present were, Kelly Collins, Sonja Culler, Buford Peters, Wes Frazier, Kim Birchfield, Sam Shipley and Mike Barnett.

Meeting was called to order at 6:06 pm. Mike Barnett asked for a moment of silence for the family of Freddy Turner whose wife passing recently.

Mike asked board to look over minutes presented and make any necessary corrections. Kelly noted a correction for the Jan date to be changed to February. Sonja made a motion to accept minutes, motion seconded by Sam. All voted aye, none opposed.

Mike addressed old business from last board meeting concerning Seth Babb and the dog Blue. Wendy updated the board and stated Seth had contacted her and explained his circumstances had changed and he was not going to take the dog. Board members asked if anyone had any options or interest in the dog Blue. Wendy Mathes stated she wanted to adopt Blue. Wendy stated she would be placing a secure fence around her yard for Bleu. The board agreed for Wendy to adopt Blue.

Update was given from shelter director. She stated Valentine's Day adoption event went well. She stated the cats and dogs have enjoyed their playtime outside in the warm weather during February. Director stated Animal Control Officers through the CCSD seems to be going well. She stated it was a learning

process for all, but so far things are going as well as could be expected. Director had spoken with Joey from Reedy and Sykes and bid will be in the following Sunday paper for the outdoor runs and roof over cados. Mike explained Friends of the Shelter group is going to help with fencing to make more play areas for the dogs. Kelly asked if animal control officers was writing citations or cruelty charges? Director responded her understanding was all charges would be placed by the officer or deputy responding to the call, not animal control officers.

Director said she had spoken with some of the commissioners about a resolution for animal ordinances and laws. Director asked board to look over the resolution attorney Josh Hardin had prepared previously and combine information to a smaller resolution to be presented to the By Law committee and commission. Board agreed resolution needs condensed before presenting to commission. Board agreed a workshop was needed to look resolution and city ordinances for a combined resolution.

Mike and Buford updated board on said subpoena for staff regarding mayor and Kimberly Buckles case in VA. Attorney Roger Day requested to discuss details once subpoenas have been received and in litigation process.

Mike said Attorney Josh Hardin had asked for records and hard drive to be returned to the shelter through an email and has received no response from the mayor as of today. Mike advised he was ready for the next process to retrieve property and records that belongs to the shelter. Roger Day advised board of correct process to follow.

Director had explained how and why rescues are important to every shelter. She explained process of validating and researching in detail the background of each rescue being considered. Director asked board if each rescue needed approval from board before rescue being utilized? Kelly stated with all the research that is done for each rescue, she feels the shelter staff is taking precaution with each

rescue approval by the guidelines discussed. Board agreed to leave rescue decision up to the shelter staff pending the guidelines discussed during the approval process. Mike made a motion for board to approve East Tn. Border Collie rescue. Motion was second by Sonja Culler. All voted Aye, none opposed.

Dr. Ashley asked board to consider amending the current hold time of 7 days for emergency cases. Dr. Ashley explained a case the shelter had that needed continued medical care daily and had severe issues. She stated with these emergency cases, they can be moved to a rescue or to a foster due to the fact of not being up for adoption until medical condition was resolved. She stated in most emergency and severe cases medical holds are usually longer than our original hold time of seven days. Board agreed to put into a form of a motion to an animal to be transferred to a foster or selected rescue deemed an emergency by the veterinarian. Kelly Collins made motion, second by Kim Birchfield. All voted aye, none opposed.

Director explained this amendment would only be considered in emergency cases.

Mike asked board to look over the budget and discuss any line item that may be question. Board discussed several line items on budget. Shannon and Buford explained discussing this proposed budget with finance director Christa Byrd, and the money that was moved to different lines items and why. Director explained cost that comes from different line items as well. Board approved budget to be presented to the budget committee by Buford and Shannon.

Next meeting scheduled for April 10, 2018 at 6 pm at City Hall

Buford made motion to adjourn meeting

Approved \_\_\_\_\_