**February 27, 2024**

**Location:** TCHS

**Attendees:** Marit Ortega, ED; Ryan Coye, President; Blair Schrader, 1st VP; Jody Terhaar, 2nd Vice President;   
Lacey Solheid, Treasurer; ~~Kelly Werner~~, Secretary; ~~Bill Nelson~~, Kris Stewart, ~~Meghan Woods Lehrer~~, ~~Pat Dosch~~, Emily Bezdicek, Cheryl Ley, Dawson Quick, Karyl Daughters, Karen Zimmer

**LAST MONTH TO DOs:**

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| **Owner** | **Task** | **Status** |
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**Call to order**: Ryan opened the meeting at 6:53 pm by asking if there are any agenda items that cause a conflict of interest. There were none.

Ryan asked if there were any additional agenda items. There were none.

**Consent Agenda:** Ryan requested a motion to approve the January board minutes..

**Cheryl Ley moved** to accept the consent agenda, **Kris Stewart seconded**, **motion carried.**

**Election of Officers:**

* President: Ryan Coye
* 1st Vice President: Blair Schrader
* 2nd Vice President: Jody Terhaar
* Treasurer: Lacey Solheid
* Secretary: Kelly Werner

**Kris Stewart moved** to accept the election of officers above, **Cheryl Ley seconded**, **motion carried.**

**Finance Report:**

The January financial report is posted in the board portal. Lacey reviewed the January financial report and highlighted the following:

**Income**

* 624 Other Income (729.6% of Budget) - Cashed in Capital One Rewards
* 410 Stray Contracts (219% of Budget) - St. Cloud Stray Contract payments of November, December and overages for 700+ live animals all came in January

**Expenses**

* 508 Shelter Supplies (56.7% of Budget) - Shelter had enough supplies to get through January. Bigger orders will show up in February books.
* 509 Store (39.4% of Budget) - Less spending on merchandise in January. Bigger orders will show up in February books.
* 512 Utilities (57.8% of Budget) - Abnormally warm January.
* 515 Payroll-Payroll Service (213.5%) - KDV charged extra to set up all ESST for staff.
* 523 Pharmaceuticals (348.8%) - Larger orders in January since it is better to order in bulk. February should see less.

**Blair Schrader moved** to accept the January financial report, **Emily Bezdicek seconded**, **motion carried.**

**Training:** Jody welcomed the new board members and will be setting up online orientation for new board members. In addition to the online training, new board members should arrange a time for a shelter tour (if needed) and get a headshot photo taken at Country Gallery (31770 Hwy 15, Kimball, MN, 55353, (320) 398-6520). If any board members need updated headshots, that can also be scheduled at Country Gallery.

**Policy Review:** All board members completed a board information form, signed the conflicts of interest document, and signed the ethics document. All of these documents are posted on the board portal. Those not in attendance are asked to complete the forms and bring them to the next meeting. The annual review of the Succession Charter will be completed at the March board meeting.

**ED Report:** The Executive Director report will be posted on the board portal. Marit highlighted the 96.2% placement rate in January. Marit also shared that she has written MN Senator Aric Putnam regarding the Companion Animal Board bill which would separate companion animals from agriculture animals. If there are topics or information that board members would like Marit to share in her monthly reports, please let her know.

**Strategic Plan Review:**

Marit would like to engage in strategic planning this year and Kourtney Piepenburg will be assisting with the process. Marit will be scheduling a time for board members and TCHS staff members to meet in April on a Saturday morning, 8am – noon, at an off-site location. Ryan will communicate with board members to get this scheduled and all are encouraged to participate.

**Vet Contract:**

Dr. Quade has asked for an increase in her hourly rate. The shelter is currently paying Dr. Quade $55/hour. She is seeking an increase of $85-$100/hour and Marit confirmed this is in line with the market basket for contracted shelter vets. Dr.Quade works at the shelter 20 hours/week and without her, the work of the shelter would be significantly impacted. Ryan confirmed the budget can accommodate an increase. Marit also indicated the shelter is exploring whether it would be more cost effective to hire a vet as a member of staff and the board confirmed there is a need for a longer to plan for a shelter vet rather than a contracted vet.

**Blair Schrader moved** to increase hourly wage for vet contract to $90, **Emily Bezdicek seconded**, **motion carried.**

**Spay-ghetti Dinner:** Each board member received tickets for Bill’s Spay-ghetti Dinner taking place on April 27. Please attend if you are able and sell tickets to others who would be interested.

**Education:** None

**Board Member Spotlight:** None

**Committee Updates:**

**Executive Committee**

Members: Marit, Ryan, Blair, Jody, Lacey, Kelly W.

Update: None

**Strategic Planning Committee**

Members: Ryan, Marit, Cheryl, staff, and volunteers

Update: None

**Board Development Committee:**

Members: Ryan, Jody, Marit, Blair and Lacey

Update: None

**Finance committee**:

Members: Ryan, Lacey, Marit, and Kris

Update: None

**Upcoming Events**

* Brewery Tour – March 23 (Sold Out)
* Flower Fundraiser – 4/24
* Spay-ghetti Dinner – 4/27
* WKB 50th Anniversary Gala – 5/2
* Companion Walk – 9/7

**Next meeting agenda items:**

Leadership/Board Member Spotlight: Kris Stewart

Succession Charter

Committees to be approved by the Board

ED Report

**NEXT MONTH TO DOs:**

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| --- | --- |
| **Owner** | **Task** |
| Ryan | Get new board members on Falcon Accounts |
| Jody | Set up orientation for new board members |
| Board members | Complete forms (ethics, conflicts of interest, board member info) |
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**Adjourn:** There being no further business, **Dawson Quick moved** to adjourn the meeting at 7:47pm, **Lacey Solheid seconded, motion carried.**

**Tri-County Humane Society’s Mission:***We believe in the human-animal bond and exist to support the animals and people of Central Minnesota by practicing and promoting quality animal care, offering compassionate customer service, and providing humane education.*

**Board members are** individuals who believe in and support the mission of the Tri-County Humane Society and are willing to actively work toward the fulfillment of that mission by donating their time, money, and talent while soliciting similar participation from others; who support and direct the Executive Director as needed; who oversee finances, establish policies, set goals and offer a vision for the future of the Tri-County Humane Society.