

REGULAR MEETING
WILLIAMSON COUNTY REGIONAL ANIMAL SHELTER BOARD
Wednesday, July 31, 2019 at 3:00 PM

MEETING LOCATION:

Williamson County Regional Animal Shelter, Community Room
1855 SE Inner Loop, Georgetown, Texas 78626

BOARD MEMBERS

Cedar Park, Managing Director, Daron Butler, Chairperson
Round Rock, Asst Finance Director Lorie Lankford
Williamson County Commissioner, Valerie Covey
Leander, Police Lt. Luana Wilcox
Hutto Assistant City Manager, Byron Frankland

1. Call to Order

-Meeting called to order 3:10PM

2. Roll Call

-All board members present except Hutto Assistant City Manager, Byron Frankland
Visitors Present: Melanie Denny, Wilco Auditors Office, Tom Stanfield, Wilco Facilities

3. Citizen Communications- none

4. Board Opening Comments-none

5. Approval of Minutes April 24, 2019

6. Director's Report

- a. Shelter is at a capacity 146 dogs on site and 60 in foster. 335 cats and kittens onsite 323 offsite and in foster.
- b. Director attended recent conference and Maddies Fund meeting. WCRAS has the highest save rate nationwide among shelters of similar size. Difficulties of succession of shelter directors and shelter vets was discussed. Director also reviewed the need for shelter staff burnout counseling and her participation in the writing of statement pages.
- c. Tenth annual Fur Ball fundraiser will be held on Nov 23 this year.
- d. Director will attend a local disaster response meeting in a couple of weeks with the ACOs. Wilco may start their own centralized disaster center. Discussed a possible grant for 24 foot trailer and purchase of crates and bowls. Commissioner Covey mentioned possible availability of existing used trailer in a different county department.
- e. Director announced her intended county retirement date of May 2020.
- f. National Maddie's fund pays for scholarships or fellowships for shelter directors. Two fellows from APA will be coming to the shelter to gather information that may help them to eventually become shelter directors.

7. Construction Update

- a. Tom Stanfield reported that the punch list has been verified and they are working on finishing items such as the monument sign, swell correction and the shallowness of the fire road.

8. Discuss and/or take action on Remodel and Expansion of the Shelter

- a. 252,424.00 of construction funds are available to put toward funding remodel of the outdoor dog kennels. 288,000.00 will be needed to fund the remaining costs of the total 540,424.00. Handout 3 & 4 were discussed which provide a breakdown of the projected expenditures and proposed use of expansion donations.

9. Discuss and/or take action on expanding the outside kennels

- a. Wilco legal staff has finished with the contract paperwork for the outdoor kennel building and the documents will be going to commissioners court this Tuesday for review/approval.
- b. We did not close in the “H” building according to the original planned project. The outside kennels take the place of the kennels that were lost with that revision.

10. Discuss and/or take action on PetCo Grant Expenditures

- a. Handouts 3 and 4 were discussed outlining planned expenditures for the first year payout of the recent PetCo grant. There are plans for adding equipment to the surgery suite and Spay/Neuter vouchers for the public at Emancipet, supplies for microchip clinics and vaccination clinics at the shelter for the public.
- b. Future plans for grant expenditures include funds for offsite adoption counselor, transport van, van logo wrap, and offsite equipment, funding for events, security system cameras in lobbies, monitoring system for staff and volunteer emergency alerts while exercising dogs outside building.
- c. Handouts 6 & 7 were reviewed which illustrate possible Adoption Center mural options thanking PetCo for the award of this grant. Board elected to have director decide on which mural choice to approve.

11. Discuss and/or take action on Mission Statement and goals of WCRAS

- a. Handouts 8&9 were reviewed outlining current mission statement and vision and proposed revisions. Valerie Covey moved to approve proposed statements. Daron Butler seconded. New Mission statement and Vision approved.

12. Discuss and/or take action on FY 2019-2020 Budget

- a. Handout 10 detailing FY 19/20 budget lines and amounts including 4% merit was discussed.
- b. Handout 11 outlining breakdown of amounts owed per jurisdiction was provided.

13. Adjourn

Meeting adjourned at 4:14PM. Next board meeting scheduled for Wed Oct 30, 3PM.

Daron Butler, Chairperson

Linda Gunter, Secretary