



West Coast Dog and Cat Rescue

PO Box 72401, Springfield, OR 97475 - (541) 225-4955
westcoastvolunteer@gmail.com www.westcoastdogandcat.org

Final - Approved

WCDC Board Meeting

Sunday, July 12, 2015

Café Yumm! Meeting room, Franklin Blvd, Eugene – 5:00pm -7:00pm

Present: President, Mary Sooh Sooh, Vice President, Rob McIntosh McIntosh, Treasurer, Victoria Williams Williams, Member, Louanne Koch, Lyllian Breitenstein, Irene Beltzer - Members

Absent: Martha Scofield

Guests: Julie Mason, Julie Tanit, Sharon Kimball, Aven Wright-McIntosh

Minutes: Tara Nagelhout

5:05 Meeting Called to order

1. Introductions.
2. Minutes read from previous meeting
 - a. Rob McIntosh moved to approve, Louanne Koch seconded, Passed – Unanimous
3. Old business
 - a. New Veterinarians
 - i. Rob McIntosh McIntosh: Noticed Kate is working on vouchers
 - b. Transition Issues
 - i. Still requesting documents. Kalindi Devi-Dasi will produce what is available, but five years of documents is not going to be possible
 - c. Receipts and Income Tracking
 - i. Mary Sooh: Monday they will go to the bank and remove Victoria Williams as check signer and add Rob McIntosh and Mary Sooh . This will put WCDC in line with their own bylaws and streamline bookkeeping procedures.
 - ii. Rob McIntosh will order another batch of receipts.
 - d. Community Fund Committee
 - i. Louanne Koch has no updates on this. Continue to August.
 - e. Planning for the Future, in wills, update
 - i. Nothing new. It is complicated due to lawyer & client relationship.
 - ii. Louanne Koch moved that we spend \$7 to order an online form to mimic, but being cautious to not violate copyright laws.
 - iii. Victoria Williams seconded, and it passed
 - iv. Rob McIntosh will order the form
 - f. Chip N Dip update
 - i. Mary Sooh will print posters/flyers and generate a sig up sheet for distribution volunteers.
 - ii. Donations received were sufficient to cover print and radio ads.
 - iii. Julie Mason has acquired many toys and window clings as well as t shirts to sell at the event
 - iv. Rob McIntosh is ordering 75 chips
 - v. Victoria Williams was asked to pay the June chip bill
 - vi. On approx. 08/01/2105 we will switch over to the new chip system.



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4. NEW BUSINESS

- a. Financial Report
 - i. No questions were brought up
- b. June Financials
 - i. Treasurer's report was read
 - ii. Budget is not in Quickbooks yet
 - iii. Rob McIntosh: Reviewed cash flow. We are spending approx.. \$2,000 more per month than bringing in. The Majority of the expenses are medical.
 - iv. Mary Sooh: Petsmart called regarding the grant proposal. She will call them back the following day
- c. Cat Foster & Adoption Report for June– Louanne Koch
 - i. 64 adoptions
 - ii. 312 intakes year to date
 - iii. 122 carry forwards from 2014
 - iv. 204 are in foster care
 - v. 11 went to kitty heaven
 - vi. 14 went to barns
 - vii. 8 on trial adoptions
 - viii. 11 "other"
- d. Louanne Koch: Should we run a special.
 - i. Discussion points:
 1. Current prices were reviewed
 2. Julie Tanit brought up the longer we keep them, the more it costs us so what is the cost benefit analysis of lowering the fee?
 3. Aven Wright-McIntosh has not seen a trend with reduced adoption fees and failed adoptions, Louanne Koch agreed.
 - ii. Louanne Koch moved we will choose up to ten special kitties to feature on website to try to get them moved. It was seconded and approved.
 - iii. Louanne Koch will send the selected profiles to Rob McIntosh for website entry.

5. Other New Business

- a. Volunteer Coordinator report
 - i. 9:30am at Vero, meeting announced for next Sunday for a brainstorming session.
 - ii. T-shirts were picked up for distribution
 - iii. Spreadsheet will be updated when t-shirts are distributed.
 - iv. End of August volunteer appreciation event was brought up. Just a preliminary concept.
 - v. It was suggested that the appreciation event could be combined with a volunteer orientation.
- b. Louanne Koch - informed us that Ammee is being adopted tomorrow
- c. Ringworm
 - i. Sharon Kimball noticed a posting at the north Petsmart indicating Guinea pigs might have a ringworm issue.
 1. Concerns over cross contamination because cat room is in close proximity to the small animal room



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2. Sharon talked to Julie (manager) and it will be brought up at store meeting.
 3. An update from Louanne Koch?? should be given to Pat at South.
 - ii. Louanne Koch brought up foster cats being allowed outside. We need to update the training foster dos and don'ts.
 1. Tara suggested quick videos on Youtube. Louanne Koch was most excited about starring in them.
 - d. Irene Belcher – Discussion on Disaster Planning
 - i. Training with Lane County Animal Disaster.
 - ii. They have a training manual with tips that we could perhaps use
 - iii. Important to encourage fosters to have an emergency plan
 1. Mary Sooh suggested we have a link to the ASPCA's disaster information on our website under the resources link.
 2. Louanne Koch can put disaster information in the foster kits as well.
 3. Irene also suggested bi-annual reminders to fosters, as seasons change.
 4. Julie Tanit: There is a disaster awareness month and that would also be a good time to remind fosters.
 - iv. Mary Sooh: Irene Belcher to ask LCAD if they want to have a table at the chip and dip.
 - e. Louanne Koch: Mr. Kitty was found on July 3rd, 2015.
 - i. Louanne Koch desires to send a thank you note to the lady who locate him and called her.
 - f. There are lots of requests from people asking to surrender their animals and we need more fosters.
 - g. Lilly Las Vegas Trip
 - i. Julie Mason is going to Las Vegas with Kate Tryhorn for the Super Zoo trade show.
 - ii. Focus of trip is to bring home freebies to use in day to day operations.
 - iii. Julie Mason requested funding for some of her expenses.
 - iv. Topic was tabled for executive session.
6. Meeting Adjourned 6:26pm – Board went to Executive session.

Next meeting Sunday, August 9, 5:00pm at Café Yumm! on Franklin Boulevard in Eugene.