



**MEETING OF THE BOARD OF DIRECTORS  
MONDAY, July 17, 2017  
MINUTES**

**Attending:** Board Members: Chair, David G. Wilson and Adam Corbett, Dayna Villa, Sandra Jones, Carrie Marie, Robin Ackerman, Karen Belfi, Lori McCutcheon. On Conference Line Councilman Bobby Henon. ACCT Philly Staff: Vincent Medley, Audra Houghton, Dr. Hillary Herendeen, Dr. Resnick. MDO Staff: Christine Piven, PhD and Mary Ann Womelsdorf

The Executive session was called to order at 6:10 PM.

Board Business

Personnel matters were discussed.

The Chair informed the Board of the resignation of Board member John Marcus, DVM, effective immediately and Board member Debby Boyd has resigned as well effective September 2017.

The Board discussed responding to a newspaper article with facts about the new format for meetings. In addressing Councilman Henon's concerns about the public meetings being more open and transparent, the Chair responded that there will be more time and capacity for response, there will be more order. We will be better able to get the information we need and answer at that point or get back with a response. The Councilman agreed and thought we should convey that people will have their opportunity in a structured setting while we as a Board will be able to have meetings to discuss the Board business.

The Chair thanked the Councilman for his help in reviving the Animal Advisory Committee. This will be another opportunity for public engagement as it is another forum for people involving more than animal control.

Sandy Jones has agreed to be Vice Chair of the organization. Part of the Chair's role is to designate and delegate matters to the Vice Chair, Treasurer and Secretary offers have been made and the Chair is waiting for response.

The Executive session was adjourned and ACCT Philly staff joined the Board at 6:45 PM

New Public Meeting Structure

The meeting structure has been outlined on the website.

Robin said details need to be worked out such as a schedule of who on the Board will be attending. Danya suggested that the purpose of the public session should be explained at every meeting, perhaps in a statement or brief paragraph

that the Board members will present, explaining what we do as a Board and the structure of the meeting. Carrie thought there should be a chain of command, to prevent people going directly to the Board instead of going to Vincent first. Sandy and Dayna agreed that since this is a big change that perhaps we post on the website and in the volunteer newsletter instructions on how the public can ask a question at the meetings. As their question is important and having a limited amount of time, questions in writing will give the ability to respond or at least anticipate what is going to be talked about. Adam suggested that the Board let the public know from the beginning that there will be a process; that if you have a grievance, before it comes to the Board it should go to the Executive Director first. This will be implemented after a few meetings but the public should be made aware in postings and newsletters. It's the only way to be productive. Sandy said that if something escalates to the Board, we know that they have talked to Vincent and Vincent has issued opinion on it. The Board can inform their opinion by hearing both sides or at least give an answer on the spot instead of always saying "we'll get back to you" which causes more frustration. In a diplomatic, thoughtful way the Board must get the public to understand that this is how the meetings will be run going forward.

The Board will rotate on the duties at the meeting such as being responsible for the questions, keeping time and whatever other roles might be needed. Karen suggested that the first couple of meetings most the Board should be in attendance. The Library was suggested as a meeting place.

The Public Session should run under a committee. Committees were talked about as part of the strategic planning process and the Chair feels that this would fall under the Community Outreach/Advocacy Committee. After a group discussion, it was the consensus that there needs to be a point person to make certain that, along with staff, whether it's ACCT staff or City staff, that all details are worked out so that we're prepared.

Robin Ackerman agreed to be the point person.

There was a concern about the appropriateness of ACCT staff having access to Board emails

### Strategic Plan Recap

After reviewing the notes from the Board Retreat the Chair asked for feedback and comments. The Board Members felt it was productive but more time is needed. The Chair will contact Ashley Del Bianco to discuss next steps.

There was a discussion on having an ad hoc volunteer committee and how that would work. There should be caution about the makeup and what members would bring to the committee.

### Finances

The Chair spoke about the FY18 Budget and procedures going forward. The Auditor recommends that the Board approve the contract budget that is submitted to the City. Historically we've handled this as an administrative function primarily because the contract level has remained flat.

The contract will be amended later in the first quarter to include the additional \$300,000. The contract amendment will be brought to the Board to approve. There is no anticipation of being over budget in FY18 due to over-expenses in the employment/compensation line item since there will be additional funds from MDO to cover increased labor costs associated with raises.

The contract amount for Fiscal Year 2017 is \$4,069,942.

The Board reviewed June Financial Reports and Analysis. Regarding questions on the status of the adoption center: an architect has been selected and while progress appears slow, it is moving along.

Regarding the Wage Tax issue: a complaint will be filed with the Court shortly.

Carrie Maria mentioned as a possible option for a treasurer for the Board might be Philly Leadership, a board placement service for nonprofits. It costs \$150 per year.

Since there are now two openings on the Board, if the bylaws are changed the recommendation for composition of the board can be changed.

A motion to approve the Budget was made by Robin Ackerman and seconded by Karen Belfi.

A motion to accept the FY18 City contract amendment was made by Adam Corbet and seconded by Robin Ackerman

#### Staff Report

Vincent and staff gave an overview of the department reports and statistics. Dr. Resnick gave a presentation on Managed admission.

A motion to approve the minutes of the meeting of March 20, 2017 was made by Karen Belfi and seconded by Robin Ackerman.

#### Next steps:

- Robin and staff are going to coordinate a time discuss the meeting next month.
- It is the intent of the Board to get as many members at the meeting.
- Location TBD, possibly the Central Library.
- Website will be used to post all information whether instructions, presentations or agenda.
- For consideration, Bylaws are seven years old. How accurate are they in representing today's world?
- For new board recommendations send resumes to the Chair and he will work with the Mayor's Office.

Motion to adjourn was made and unanimously approved. Meeting adjourned at 8:30 PM