

## **AUGUST 20TH, 2018 MINUTES**

**Attending:** Board members, Joanna Otero-Cruz, Howard Kimball, Dayna Villa, Adam Corbett, Sandra Jones, Bobby Henon, Colena Johnson. ACCT Staff: Olivia Straka, Audra Houghton, Traci Ray. YPTC Staff: Howard Kimbell

Chair called to order at 6:05 PM

Chair called for a vote on the minutes. Dayna motioned to approve the May minutes and Sandra seconded, the vote passed unanimously.

We did not have quorum, so we waited until more members called in to reach quorum.

Business of the board, The Chair spoke on the internal finance audit. In March, the board decided that they needed to do an internal financial audit. At that time the board approved the YPTC audit to be done. This has been completed and is now in draft form. YPTC will come to the September board meeting and present what they have found. YPTC did have some policy recommendations, that the board will be able to review and vote on at the next meeting.

The chair spoke to the pending legal cases that ACCT is currently in. the Interim Executive Director explained that we have followed up on all legal cases, and are now awaiting responses from the other legal representation.

Colena called in at 6:19 PM.

The board spoke, that we did have an OSHA complaint filed against us, and then the Dog Warden came to ACCT as well, and that we did get some unacceptables from the dog warden. The complaints for both were concerning rodents, which we are currently working to rectify.

The chair spoke to some meetings that the board has had with concerned city council members about a cat that was found deceased in the ceiling of the cafeteria at ACCT. The chair passed out a new policy to handle loose and escaped cats in the building. Councilman Henon spoke to his frustration that Vector currently shares the building with ACCT and how to possibly move them out.

The Chair spoke about amending the bylaws to allow two at large members. The current bylaws are very strict in what the roles need to be filled as, and having the ability to have at large members, may open the option to having community members sitting on the board

The chair put a formal motion on the board to amend the bylaws to add two at large members Bobby Henon asked to question, why the number two? Do we have the ability to expand this amount of at large members. A conversation then continued amongst the board about the merits of adding at large board members. The board members also touched on the concern of bringing in too many board members in at once, without having a proper onboarding process..

Robin joined the call at 6:49 PM

Councilman Henon said he would prefer having the number be four so that we are not so restricted. Sandy then asked when are we planning to revisit the conversation. The Chair said the sooner the better, but that the process has been on hold for awhile. We are currently at 7 board members, and so there is a need to add two members, and then the two new board members would be able to assist in changing the bylaws. Sandy suggested that we amend by voting for the two, and then set a start date for when the bylaws will be approved.

Chair amended the motion to amend the bylaws for up to six at large members of the board

Bobby Henon seconded

All in favor, Henon, Ackerman, Ontero Cruz, Colena

Opposed: Dayna, Sandy, Adam

Motion passed

Howard was able to present the YPTC numbers. We received a second instalment of grant funds from Best Friends. We made a payment to the city for license. We received our first city payment for the fiscal year this month. Adoption center is slated to begin in November. The chair asked if we could find out what the current YTD expenditures for the adoption center is. Our liability is still up with the city taxes, we are planning on making a principal payment in the next quarter.

YPTC recommendations, ACCT now has a line of credit approved for \$500,000. Sandy asked if there are any fees associated with just having the line of credit. They recommend we increase our fundraising donations. YPTC is in the final stages of updating the policies and procedures.

The Chair motioned to accept the finance report reported by YPTC

Chairman Hennon seconded

The motion passed unanimously

Interim Executive Director Audra then started talking about her shelter report. She talked about the grant that ACCT received that will fund a van and a part time transporter that will act as a transport van for RTO's, back and forth between EAC and for occasionally our transfer partners, Audra then spoke to the shelter statistics and reviewed our success at Clear the Shelters.

The board then went into executive session at 7:47PM.