

September 17th, 2018

Present: Dayna Villa, Joanna Otero-Cruz, Bobby Henon, Robin Ackerman, Colena Johnson, Adam Corbett ACCT Staff: Audra Houghton, Traci Ray, Olivia Straka YPTC Staff: Howard Kimball, Alan Stack, Call to order at 6:08

YPTC conducted and facilitated an internal audit of our controls in the facility. The Chair called on them and provide the board with their recommendations. Alan and Howard from YPTC then provided an overview of their audit.

YPTC went through how they added checks throughout the internal probes at ACCT, making sure that the Executive Director is included in some of the oversight that is happening. They talked about working toward the implementation of departmental budgets. They talked about accountability in our systems, making sure that we had numerous people looking at financials as well as confirming things like “fee’s waived”

They talked about our current grant process and ways to possibly improve it. We also discussed the possibility of changing firms for our audit process to make sure that we are following our ethical obligations. The chair proceeded this portion, saying that we would follow up with YPTC about recommendations.

The chair made a motion to approve the official recommendations made by YPTC, but we did not have quorum, so we were unable to vote.

YPTC then went over the financials for the month. We are currently above the projects for the fiscal year, and he talks about a grant that we received in the amount of \$62,000. The project for the adoption center is prepared to begin in the beginning of number. Concerning the line of credit, we have negotiated as low as we can concerning the line of credit. It is now just a conversation, do we need the line of credit or not.

Councilman Henon left the phone call.

The Chair made a motion to accept the line of credit proposal, realizing that we did not have quorum, we decided that we would have a vote via email.

The Chair spoke to how the controller’s office is continuing to do an ongoing audit, and is continuing to request materials from ACCT Philly. The Chair will be meeting with the controller’s office, as well as the prior chair of the board.

The Chair discussed adding new board members, and the board reviewed the applications that have been sent in. We set a date that all board members will review the applications by and will be able to reconvene then. They also talked about the best way to add board members that there is not an influx of new board members and that everyone can feel involved.

Audra went through the shelter highlights, that we are at an overall lifesaving rate of 84% and last year we were at 82% at this same time. She also included a presentation about our Community Cat Program of the board to review. Audra also addressed the Dog Warden visiting us, and how we did have a few negative marks on the most recent walkthrough. These records are public. Audra is meeting internally to make sure that we have situations under control.

The board called to adjourn the meeting at 8:31PM and The Chair noted that we have three sets of minutes to approve.