

# **Friends of Animal Care and Control**

Monthly Meeting  
6/27/2006 7pm  
Montgomery County Government Building

## **I. Call to Order 7:03pm**

## **II. Roll Call**

Jason Shelton  
Cindy Mize  
Rachael Herman

Karen Phillips  
Kim Shelton

## **III. Approval of the previous meeting's minutes**

## **IV. Officer's Reports**

- a. Treasurer's Report
  - Current Balance \$4, 197.15
  - See Attachment I for the June Treasure's Report

## **V. Committee Chair's Reports**

- a. 501c3 Status
  - The Bylaws were passed out to the members to look over and comment on.
  - Kim is currently working on the forms to be filed.
  - Cindy will provide the \$150 check to Kim to be included with the submittal
- b. County Meeting Committee
  - Minutes from Previous Meeting
    - Software was the main focus of the June Advisory Board Meeting. The software company upgraded our software to Shelter Connection AC Plus at no extra charge. The software has a lot of good components that the volunteer group will unitize. After all of the specific software forms have been created, the Board of Supervisors and a core group of volunteers will be trained. Detailed with security are still being worked out between Montgomery County and the vendor.
    - The webpage for the Montgomery County software was established as <http://vamontcoacc.com>
    - The County is in the process of fixing the messaging system at the shelter. Members should call the ACO number to see if this is working properly.

## **Friends of Animal Care and Control**

- Bulletin Boards have been installed in the breeze way for the volunteer group to use.
- The outside dog runs are currently being worked on and will be finished soon.
- A new cleaning person has been hired.

### c. Volunteer Program

- Membership
  - Rachael is currently working on getting together a complete membership list. This will be used to collect membership dues and to keep people informed on the volunteer program.
  - Background Checks will need to be filled out by all volunteers working at the shelter. Rachael will send out a website where these can be downloaded from. FACC Board Members can collect these and have them notarized.
  - Christy asked if Rabies vaccines will be required for volunteers. This will need to be looked into.
- Training
  - Jason and Rachael met with Steve and Ron to discuss the Draft Volunteer Manual. FACC will make some changes and set up another meeting with the County. The software section will need to be added once everything is finalized.
  - Christy is looking into Behavior Assessment Training for the Volunteer Group.

### d. Spay/Neuter Program

- Coordinator
  - FACC is currently in the process of taking over the Spay/Neuter program from VA Paws. This program will need to be discussed with Lila as to how the take over should be handled.
  - FACC may want to have multiple chairs for this program (ie. Financial; Follow-up; Overall Program...)

## **VI. Upcoming Events**

### a. Steppin' Out (August 4 &5)

#### Booth

- Kim will look into purchasing a FACC tent for these types of events.
- Cindy has submitted the booth request and received confirmation. More details to come.
- Posters will need to be created

## **Friends of Animal Care and Control**

- Dogs Currently Available at the Shelter
- Volunteering at the Animal Shelter
- Possible Items to “sell” for a donation:
  - Paw Print Paintings
  - Concrete Paws
  - Dog Treats
  - Bumper Stickers
  - Paw Magnets

### Volunteers

- We will need LOTS of volunteers to man the booth.
- Jason will send out a spreadsheet detailing the time slots available to sign up for.
  - Friday 12pm – 7pm
  - Saturday 10am – 10pm

### b. Golf Outing (September 11) –

Contact Jason ([jashelto@vt.edu](mailto:jashelto@vt.edu) if you can help get prizes, vendors....)

- Flyers
  - Susan has printed out the flyers and are available for people to take and post
- Sponsors
  - Jason will look into getting Frats to sponsor holes
  - Jason has already received some sign-up forms
- Potential Vendors
  - Ben and Jerrys
  - Coffee Places (Starbucks...)
  - Rounds of Golf (Country Club, Hill, Auburn...)
- Prizes
  - Lots of VT/Beamer/Greenbergf gear
  - 50/50 Drawing
  - Christy mentioned that it would be nice to make up decals (magnetic) to be placed on the carts indicating who was participating in the fundraiser “We’re Participating in Swing for the Shelter”
  - Contact Information for everyone participating will need to be collected in order to send out thank you cards.
- Volunteers – Will need LOTS. More info to come.

## **VII. Announcements**

- Christy adopted a dog from the Montgomery County Shelter and was not given a S/N coupon. Rachael will check into this at the next Advisory Board meeting.

## **Friends of Animal Care and Control**

- Martin inquired about working with RU on projects. Patterson will be working at RU and will be able to see if they have any service learning groups that would be interested in this.
- ACOs are currently looking for an emergency vet clinic where they can take animals requiring care.
- Potential Work Days
  - Fence Painting
  - Bulletin Boards
  - Flower Beds
  - Dog Beds

### **VIII. Adjournment 8:09pm**