



# Arlington Animal Services Advisory Board Meeting Minutes

Thursday, 1/21/09  
12:00 Noon

## Board Members

Larae Mason, DVM, Place 1  
x Jerry Tess, Place 2  
x Edna Collin-Harris, Place 3  
x Melissa Martin, Place 4  
x Jania Villarroel, Place 5  
x Tony Molina, Place 6  
x Fred Sanderson, Place 7  
x Jay Sabatucci, Place 8, Chair  
x Mike Bass/Lee Hitchcock, Place 9

## Staff

Chris Huff

## Minutes

Cheri Colbert

## Visitors and Guests

Luis Castillo  
Jodi Davis  
Linda – Cocker  
Helen Miller  
Ben Watson

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Taken</b>	<b>Follow Up</b>
Call to Order Time: 12:02 pm			
Roll Call / Introductions -Jay Sabatucci			
Approval of Minutes from Nov. 12, 2008 Sabatucci	Tony Molina 1 <sup>st</sup> Fred Sanderson 2nd		

Report on Shelter Staffing issues, Audit and Council - Mike Bass	There is a link to City Auditor on website. On Jan 6 <sup>th</sup> a report was made to council committee to reevaluate shelter in 60 days (Mar 10 <sup>th</sup> ). Council did not authorize new positions at this time.		
Approval for council of new shelter policies and procedures – Lee/Mike	Tabled Jay will send out meeting request for Board meeting in Feb.		
Report on Shelter Opening Events – Jerry Tess Mar 27 – Fur Ball Mar 28 – Grand Opening (Discuss if needed)	Theme: “A Walk In The Park” Dates changed to Mar 28 & Mar 29. Invite 250 guest - \$65 ea Activities: Parade (\$10 entry fee) Obedience Training, Stray spotlight.	Invitations to go out Feb. 20 <sup>th</sup> .	
Update from Board email – J Sabatucci	Jay received one (1) email from Luis Castillo		
Status of proposed ordinances to Council (Discuss if needed)			
Update on rescue/adoptions – Chris Huff	Chris gave out handouts on rescue and adoption numbers for December 2008.		
TNR Presentation – Fred Sanderson	Fred gave presentation on what Irving was doing with TNR, and will give extended presentation at a later date.		

AAS Calendar Report – Chris Huff	Last report of calendars sold in December was 384. Calendars sold from business were 260.		
Other Old Business	We are using Community services offenders from courts to assist the shelter.		
Animal Services Monthly Report(s) – Chris Huff	Monthly report was distributed.		
New Business? 1. Essay Contest? 2. Community Room naming – Mike Bass 3. Shelter-to-shelter transfers – Janis 4. Volunteer notices – Jania 5. Discussion of rescue/ adoption policies - Jania	Need help with Essays on Feb 3 <sup>rd</sup> , Essay return on Feb 10 <sup>th</sup> . Community room was named the Timothy Scott Elliott room. Ms. Edna and Melissa later withdrew vote. Naming the community room was tabled until next meeting. Jania would like to raise money through fundraiser.	Jania discussed that the Rescue policy has negative repercussions when rescuing animals on EU list. Mike & Lee will review rescue policies and design new policy. Jay recommends looking at other shelter policies to develop SOP for shelter-to-shelter transfers.	
Announcements Upcoming Shelter Events?	Volunteer Orientation – Jan. 24th Volunteer Appreciation – Jan. 25th Valentine Pictures – Feb. 7 <sup>th</sup> City Council – Mar 10 <sup>th</sup> Mar 7 <sup>th</sup> & 30 <sup>th</sup> – TCAP at shelter.	Board members pick up essays by 2/5 – 2/12. Return 2/12 to Chris. Chris will send out reminders	

<p><b>2009 Meeting Dates:</b>          Second Wednesday of          every other month          3/11, 5/13, 7/8, 9/9,          11/11</p>	<p>Mike will announce          restructure of          Animal service at          Mar 11 meeting.</p>		
<p>Adjourn          Time: 1:39</p>	<p>Jania Villarroel –          1<sup>st</sup>          Fred Sanderson –          2<sup>nd</sup></p>		
<p><b>Action Items</b></p>			