



# Arlington Animal Services Advisory Board Meeting Minutes

Wednesday, 4-14-10

**Board Members:**

- Larae Mason, DVM, Place 1
- Jerry Tees, Place 2, Chair
- Edna Collin-Harris, Place 3
- Donna Smiedt, Place 4
- Jania Villarroel, Place 5
- Tony Molina, Place 6
- Fred Sanderson, Place 7
- Jodi Davis, Place 8
- Mike Bass, Place 9

**12:00 PM**

**Staff**  
Jay Sabatucci

**Minutes**  
Cheri Colbert  
**Visitors and Guests**  
Lee Hitchcock  
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Agenda Item	Notes
<b>Call to Order</b> Time : 12:05pm	
<b>Roll Call / Introductions</b> –Jerry Tees	
<b>Approval of Minutes from Mar. 10, 2010</b> – Jerry Tees	Mike Bass – 1 <sup>st</sup> Fred Sanderson – 2nd
<b>AAS Board Overview and discussion</b> – Lee Hitchcock <ol style="list-style-type: none"> <li>1. Law</li> <li>2. Advisory vs. Directors</li> <li>3. City Expectations</li> <li>4. Board expectations?</li> </ol>	Overview of Advisory Board duties. State of Texas mandates to make sure we are in compliance with law. Advocacy – what’s needed Advisory is open forum to voice concerns
<b>Arlington Tomorrow Fund</b> – Mike Bass, Jay Sabatucci <ol style="list-style-type: none"> <li>1. Volunteer Coordinator</li> <li>2. Mobile adoptions</li> <li>3. Emergency Animal Sheltering (EAS)</li> <li>4. Feral Hog mitigation</li> <li>5. Reserve officer program</li> <li>6. South Yard Development</li> </ol>	Mike has submitted all except #5 & #6 Working with legal about reserve officer program No support for South Yard Development
<b>Petoberfest 2010</b> – Jerry Tees October 2 <sup>nd</sup> <ol style="list-style-type: none"> <li>1. Assign duties</li> <li>2. Organize activities</li> <li>3. Decide date/place for committee meeting</li> </ol>	Committee will get together to discuss duties, activities, etc. Donna Smiedt will work on Board expectations, formal declaration, goals and missions.

<p>4. Establish Committee meeting dates/times</p>	
<p><b>AAS Calendar Report</b> – Jerry Tees</p> <ol style="list-style-type: none"> <li>1. 2011 planning</li> <li>2. Assignments</li> <li>3. Discussion?</li> </ol>	<p>Need assistance with 2011 calendar.  Calendar committee - Meeting to discuss who will do assignments, letters to businesses – sponsor @ \$250  Open to residents and businesses  Meeting planned for May 29<sup>th</sup>.  Handed out report of latest calendar sales total - \$12,450</p>
<p><b>Donor Recognition Plaques</b> – Mike Bass</p>	<p>Completed</p>
<p><b>Foster/Volunteer Program Update</b> – Jay</p> <ol style="list-style-type: none"> <li>1. Number of current fosters: 4</li> <li>2. Animals in Program: 2</li> <li>3. Number of current volunteers: over 400, 1000 hours worked in March</li> </ol>	<p>Foster program up and running. Currently have 4 fosters</p>
<p><b>Adoptathon Update</b>-Jay  Needed:</p> <ol style="list-style-type: none"> <li>1. Need volunteers! Contact Debra, 459-6191</li> <li>2. Mobile Adoption Trailer</li> <li>3. Concessions</li> <li>4. Parking/Traffic Control</li> <li>5. Posters here today!</li> </ol>	<p>Need assistance with trailer and concessions.  Adoptathon open to rescue groups  Sponsorship fee</p>
<p><b>FAAS Report</b> – Jodi Davis</p>	<p>FAAS will participate in Adoptathon</p>
<p><b>Ordinance Update</b>-No update, still in-process</p>	<p>Ordinances going well, have added consideration of mandatory microchip requirement. Provide microchip at shelter - \$20 fee</p>
<p><b>Standard Operating Procedures (SOPs)</b> – Mike Bass, Jay Sabatucci</p> <ol style="list-style-type: none"> <li>1. List and summary for Board (in process)</li> <li>2. Board input/suggestions</li> </ol>	<p>Will provide short list/summary of SOP's at next meeting</p>
<p><b>Five-Year Plan</b> – <u>Tabled</u> pending contract negotiations</p>	<p>UTA negotiation of what shelter can be within the next 5 years. May 1<sup>st</sup> deadline</p>
<p><b>Animal Services Monthly Report</b> – Jay</p> <p><b>Sent by email to board:</b></p> <ol style="list-style-type: none"> <li>1. General report</li> <li>2. Donations account</li> <li>3. Survey report link going online soon</li> </ol>	
<p><b>Other Old Business?</b></p>	

<b>New Business?</b>	
<b>Future Discussions?</b>	
<b>Announcements Upcoming Shelter Events?</b>	
<b>Next Meeting Date:</b> TBA	
<b>Adjourn</b> Time: 100 pm	