

# **Animal Advisory Board Minutes**

**September 21, 2011**

## **Call to Order**

Chairperson Estep called the September 21, 2011 AAB meeting to order.

The following members were present: Voting members: Ida Estep, Dianne Barrett, Brenda Simmons, Bess Nicholson and Dr. Elyse Goldman, DVM; ex-officio members: Franklin County Animal Control Director Graham Stallings, Franklin County Humane President Kelly Larson, and Commissioner David Bunn. Absent: Voting member Mark Speed.

## **Members of the Public**

Estep recognized members of the Public, and a sign –up sheet was passed for a complete listing for all in attendance.

## **Public Comment**- None

**Motion to adopt the Minutes:** Simmons so moved and Barrette seconded, and the motion carried to approve minutes of the August 17, 2011 meeting.

## **New Business:** Euthanasia Protocol

A discussion of euthanasia protocol followed. Estep explained that the general public has wandered unescorted through the shelter during the euthanasia process. People should not be allowed to walk through the shelter unescorted at any time and especially while euthanasia is in progress. Larson commented that no one should be allowed to wander through the shelter at any time. The unpleasant euthanasia experience should not be made even more traumatic. Further, this is a safety and legal issue due to the processes involved. Simmons said that the shelter could close to the public during the euthanasia process. Also, the receptionist should stop people from going into unauthorized areas. Goldman said that she wants assurances that no unauthorized personnel will be in the kennel and cage area during this process.

Larson will order at least 4 signs that say: No unauthorized admittance.

Stallings will order a camera for the waiting room. He will also discuss this with the staff, especially in the front reception area.

## **Continuing Business:**

1. Brochure update- Estep: Louisburg Veterinary Clinic has been added and the brochure is being updated.
2. Ordinance Revisions: To continue after the Adopt-a-thon.
3. **Paws for Life 5K-9 Road Race and One Mile Dog Walk, Saturday Oct 22, 2011**, sponsored by the Franklin County Humane Society. [www.fchsnc.org](http://www.fchsnc.org) . Larson asked for the Pet Mobile to be at the 5-K Event with adoptable animals. Stallings said yes.

## **Adopt-a-thon:**

1. Volunteers to come in advance to the Shelter: Larson will organize the Volunteers  
Volunteers will:
  - a. Bath
  - b. Groom
  - c. Write comment cards about the animals available for adoption
  - d. Stallings will provide name tags for volunteers and will decide set-up times
  - e. Volunteers should plan on being at the shelter Thursday Nov. 3, and/or Friday Nov. 4.
  - f. Volunteers should all wear the same color t-shirt at the event.
  - g. Six Volunteers will be needed to show the animals on Saturday. Volunteers are needed in the Cat and Dog Room and the volunteers will bring the animals to the adoption room and the fenced in area.
  - h. Two Volunteers are needed to greet people.
2. Food: Commissioner Bunn will contact Harry Foy about bringing his Hot Dog stand and ask him to consider a raffle for a trailer.
3. Music: Simmons said the Sourwood Mountain Boys may have a conflict. Mark Speed may be able to be the DJ, Stallings also has a system.
4. The \$25 adoption fee will be waived that day, though people will be encouraged to donate. All other fees remain the same.
5. Barrett – Will provide t-shirts from Triangle Insurance Company for the volunteers. (20 t-shirts)
6. Donation Jars – All donations are tax-deductable and Stallings will be able to write receipts. Funds will go to the shelter and can be marked for specific services, i.e. vaccines, heartworm tests etc.
7. Larson will donate water, Gatorade, and sodas.
8. Advertising: Larson will list the event on the digital billboard on Capital Blvd.; put information on the Public Channel TV. Further, she will list the event on “Z events” online and the radio station. Stallings will contact The Wake Weekly and

- Franklin Times. Ellis will provide Flyers by the next meeting and distribute them. They should include Rabies Clinic information. Information will be placed on the County Web site and on Face book.
9. Goldman will provide vaccines and will be given 1 ½ -2 weeks before the Adopt-a-thon.

**Next Meeting**

The next meeting is Wednesday October 12, 2011 at 6:15pm in the Administration Building.

**Motion to Adjourn:** Barrett so moved and Nicholson seconded. All in favor.

Respectfully submitted,

Elyse Goldman, DVM