

Claresholm Animal Rescue Society  
Board Minutes-Society  
July 20, 2017

Attendees: Lorraine Norgard, Joyce Zwick, Rita Hahn, Sylvia Giroux, Tina Rittinger, Shelley Ford, Rhonda Sillito

Guests: Crystal Kennard, Diane Lockhart, Doreen Van LangenBarb Hinkel, Lisa Miller

Regrets: Judy Lelek

1. Meeting called to order at 7:20 p.m.
2. **Motion** by Shelley Ford, seconded by Tina Rittinger, that the amended Agenda be approved. **Passed.**
3. Minutes- **Motion** by Joyce Zwick, seconded by Shelley Ford, Minutes of the July 6, 2017 Minutes be approved. **Passed. Action**-revised copy to be sent to all members, and copy posted at CARES.
4. Old Business
  - a) Jewelry-Joyce has received most of the jewelry ordered. **Motion** by Shelley Ford, seconded by Sylvia Giroux, that the prices for the earrings and bracelets be set at \$10, giving a profit of \$9.00 on each item. **Passed.**
  - b) Bylaw officer-Shelley Ford and Lorraine to meet with Town officials next week **Action**-report to be given at August 3<sup>rd</sup> Board Meeting
  - c) Promotional Materials-deferred until September
  - d) Pottery-Joyce Zwick showed pictures of pottery made by Spirit of the Creek, a Crowsnest Pass potter, that has paws on them. She was given the go ahead to negotiate prices on items that could be sold as a fund raiser. **Action** Joyce is to see if they would be available for Raising the Woof October 6th
  - e) New Membership applications-updated and **Action** Tina will put on website.
  - f) Washer and Dryer-free ones obtained earlier are not working properly.**Action** Since new appliances were previously approved, no motion required, but rather than get a commercial set, a set will be obtained locally at a lower price. Barb Hinkle to look after this.
5. New Business
  - a) **Motion** by Shelley Ford, seconded by Tina Rittinger, that the Board Rules circulated, is approved. **Passed.**
  - b) Treasurer-Shauna Allan has agreed to take on this position. **Motion** by Sylvia Giroux, seconded by Rita Hahn, that she be appointed as Treasurer, subject to purchase of Society Membership **Passed.**
  - c) Raising the Woof- details pretty much worked out. Donation requests are now being sent out to all merchants. Event to be held October 6 in Stavelly.

- d) Fair days-**Action**-Car to be driven by Tina Rittinger. Diane Lockhart to get candy, Crystal agreed to wear dog costume.
- e) Shed-**Action** Joyce, Tina, & Barb to check condition of shed to determine value. Once determined, it is to be sold.
- f) Dog Surrenders-Rita recommended that they be assessed before they are accepted. **Action** Joyce to discuss with Pincher Creek possibility of swapping dogs when we have aggressive dogs-they are better equipped to deal with them.
- g) Name the kitten contest-to be put on facebook page-prize to be gift certificates.

6. Treasurers Report-none this month, until we have a new Treasurer.

7. Committee reports

- a) Time Sheets-**Action**-all Board members to email them to Secretary at month end. Shelter volunteers put theirs on time sheets at shelter, including any extra volunteer hours for other activities. This information needed when we are applying for grants, and may become critical in getting them
- b) Job Descriptions-still a couple outstanding, i.e. Animal Care Leader, Council Representative, Chair.**Action**
- c) Membership list-new list distributed via email to all Society Members **Action** All members are asked to review it for accuracy, and send any changes to zwickj@telusplanet.net
- d) Shelter Report- June 15-July 20, 2017

Total Volunteer Hours	356.25
Total Volunteers	16
Cats in Shelter	24 (1 in Clinic)
Dogs in Shelter	2
Cats at PetSmart- Okotoks	3
Lethbridge	1
Cats in Foster	7
New Cats in	14 (3 claimed by owners)
New Dogs in	3 (2 claimed by owners)
Cats adopted	6
Dogs adopted	0

- e) Personnel Committee Report-Chair, Joyce Zwick, advised actions required have all been dealt with. Sheila Cayenne has resigned as volunteer.
- f) Adoption Committee-deferred until next meeting  
A worksheet has been sent out to all Board members for them to use as a guide to set up guidelines for the Committees the Society is setting up. **Action** Once completed, they need to be approved by the Board.

8. Next Meeting  
Thursday, June 15, 2017 7:15 p.m.  
Thursday, July 20, 2017  
Thursday, August 17, 2017  
Thursday September 21, 2017  
Thursday, October 19, 2017  
Thursday, November 16, 2017  
Thursday, December 21, 2017
10. **Motion to** Adjourn at 9:30 p.m. by Judy Lelek, seconded by Christel Hutka.

May 23, 2017