

**MINUTES OF JULY 11, 2013 MEETING OF THE EXECUTIVE COMMITTEE
FOR THE ROANOKE VALLEY REGIONAL POUND**

The following is a recap of a meeting of the Executive Committee for the Roanoke Valley Regional Pound held on Thursday, July 11, 2013 at 11:00 a.m. in the offices of the City Manager for the City of Roanoke. Executive Committee members present at such meeting were Chairman B. Clayton Goodman, Christopher P. Morrill, Kathleen D. Guzi and Christopher S. Lawrence. Executive Committee member Chris Perkins was absent. Also present at this meeting were David Flagler, Andrea Trent and Tim Spencer. This meeting was set to address several operational and transitional issues involving the Regional Pound and the transference of operations from the SPCA to the Executive Committee.

1. The meeting opened with an overview from David Flagler, Executive Director, regarding the transition of operations from the SPCA to the participating localities. Mr. Flagler also discussed the goal of the Regional Pound to conduct "in house" adoptions in an effort to reduce the number of euthanized animals. Mr. Flagler voiced his appreciation for the assistance provided by Angels of Assisi in conducting on site adoptions during the transition period. There was further discussion of the need to adopt a fee schedule for the Regional Pound. It was agreed that Roanoke County as fiscal agent would adopt the fee schedule for the Regional Pound.
2. The Committee next discussed the logistics of separating the systems between the Regional Pound and the SPCA. The Committee further discussed other building issues that included the need to repair the roof, and to grade the area around the building for better drainage.
3. The Committee then discussed the best method to finance the acquisition of the Regional Pound from the SPCA. The Committee agreed to task the City of Roanoke's Finance Department to evaluate the best method and means of financing the acquisition of the Regional Pound and to present its findings to the Executive Committee at its next meeting on August 8, 2013.
4. The Committee discussed the need to free up space in order to conduct the "in house" animal adoptions previously discussed by the Committee. The Committee agreed to evaluate the best and most economic means to make this space available to carry forth the goal of providing "in house" adoptions.
5. Finally, the Committee discussed the need to have the Advisory Committee under the previous regional pound governance structure continue to serve as a sub-committee of the Executive Committee. There was also discussion on how to address the membership of both the Advisory Committee and the Operations Committee. The Executive Committee agreed to further address this issue at its next meeting on August 8, 2013.

Adjournment: The meeting adjourned at 12:05 p.m.

END