

**Minutes of the April 10, 2014 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, April 10, 2014 at 11:00 a.m. in the conference room of Roanoke City Council.

Executive Committee members present at such meeting were Chairman B. Clayton Goodman, Christopher S. Lawrence, Christopher P. Morrill and Mr. Christopher C. Perkins. Also present at the meeting were David Flagler, Brent Robertson, Barry Thompson, Andrea Trent, and Tony Zerrilla. This meeting was set to address 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 the approval of meeting minutes from the March 13, 2014 Executive Committee meeting.
2. David Flagler, Executive Director of the Regional Pound provided information on the following areas:
 - a. An update on year-to-date statistics, adoptions, general operations, the volunteer program, and marketing and community outreach.
 - b. A report of operations and animal statistics for the most recent month ending March 31, 2014, commenting on the efforts of the Community Services Workers and the value added to the facility due to their efforts.
3. Reports were provided to the Executives on the following items:
 - a. The Operations Committee Meeting Notes for the March 26, 2014 meeting were presented by Mr. Flagler.
 - b. Mr. Robertson reported on financials as of the close of period 9 indicating results were in line with operations year to date expenditures as a percent of total budget.
 - c. Mr. Robertson presented a draft of the FY14-15 budget for review and discussion.
4. Unfinished business discussions included the following:
 - a. Mr. Flagler commented on the status of the coupon/voucher program and the details regarding the implementation. Vinton and the City have confirmed contributions in the amounts of \$500 and \$5,000, respectively. The program has been initiated for the City and utilization reports are pending the first redemptions.
 - b. Formation of a 501(c) 3 organization for the collection of donations to allow charitable deduction status for the donator.

The Executive Committee approved the establishment (Chris Lawrence motion with Chris Morrill second) of a 501(c) 3 organization for collection of donations for the Regional Center for Animal Control and Protection.

5. New business discussion:

The Executive Committee approved (Chris Morrill motion with Clay Goodman second) the draft budget with the utilization of \$60 thousand dollars from the reserve offsetting operating expenditures.

6. The Executive Committee next opened the meeting to public comment and immediately closed the session as no visitors were in attendance

There being no further business, Chairman, Mr. Goodman adjourned the meeting at 11:58 p.m. with an announcement of the next scheduled meeting date of May 8, 2014 along with confirmations that meetings would continue to be held in the City of Roanoke's Council Conference Room and that his role of Chairman would continue through the next fiscal year with Chris Morrill succeeding him pursuant to Section 4-3 (5) of the Roanoke Valley Regional Pound Agreement executed by the participating localities on January 7, 2013.