

**Minutes of the Animal Welfare Committee  
City Hall, City of College Park  
November 20, 2014**

<u>Term Exp.</u>	<u>Members</u>	<u>Present</u>	<u>Absent</u>
6/30/2013	Taimi Anderson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4/30/2017	Suzie Bellamy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2/28/2017	Patti Brothers	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	Vivian Cooper	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6/30/2017	Betty Gailes	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2/28/2017	Harriet McNamee	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3/31/2015	Christine Nagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3/31/2016	Dave Turley	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5/31/2015	Christiane Williams	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2/28/2017	Cindy Vernasco	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Also present: Irfan Khan, UMD Journalism student

Co-Chair Nagle called the meeting to order at 7:06 p.m.

**I. Approval of Meeting Minutes**

**Motion:** To approve the October 23, 2014 Animal Welfare Committee meeting minutes.

**Moved:** Ms. Gailes                      **Second:** Ms. Brothers  
**Aye:** Unanimous                      **Nay:** 0                      **Abstain:** 0

**II. AWC Webpage**

Co-Chair Nagle will re-send minor edits (formatting, typos, photos) for the AWC webpage to Public Services Office Manager, Sharon Fletcher.

**III. ACO Update**

The AWC account balance is \$9,918. A total of \$2,140 has been spent on vet services, and the animal control cost recovery balance is \$1,800.

**IV. Shelter/Adoption Report**

Foster –Peaches [foster to adopt], Meechie  
Intake – Unnamed Siamese cat  
Petco – Ben, Heather, Moxie

Shelter – Max and Miranda; Penelope; Posie; Tanner, Tate, Theo (brothers)

**V. AWC Printed Materials for Distribution**

Ms. Anderson brought AWC printed materials for review. It was suggested to reduce the types of handouts down to two or three, and Co-Chair Nagle suggested a larger font/fewer words, review the materials, and provide drafts/markups by February 2015.

**VI. AWC Holiday Party**

The annual AWC holiday party will be held at Chef’s Secret on Saturday, December 6, at 6:30 p.m. Co-Chair Nagle will make reservations.

**VII. Regional Shelter Update**

ACO Cooper stated that Councilmember Wojahn has requested that the Feasibility Study Scope of Work for the proposed regional shelter, which was drafted by Linda Robinson of Prince George’s County, be distributed to AWC members for feedback directly to him (no specific date was determined).

**VIII. Translating Forms into Spanish**

Ms. Gales stated that residents who speak Spanish are unable to complete Petco adoption application forms without assistance and suggested the forms be printed in both English and Spanish. It was suggested that the adoption contract also be printed in both English and Spanish. The need for a translator was also discussed; ACO Cooper stated that all translations will be accommodated.

**IX. Thirty-One Gifts Fundraiser**

Beginning December 1, 2014, ACO Cooper will be opening an event which will allow her to donate 50% of her commission (10-12% of product sales) back to the City. She distributed packets/booklets to members in attendance and stated that the information is also online. Orders placed by December 9 will be delivered in time for the holidays.

**X. Shelter/Petco Schedule**

Ms. Anderson	December 6, 12, 19
Co-Chair Nagle	December 7, 28
Ms. Lachman	November 28; December 12, 19
Ms. Gales	December 14, 21, 26
Co-Chair McNamee	December 25
Ms. Anderson/Ms. Brothers/Co-Chair McNamee	December 28

**XI. Inactive Members**

ACO Cooper distributed a reminder from the City Clerk’s office regarding meeting activities and quorum, which is needed to vote. Any written rules or regulations that have

been established by the individual committees must be forwarded to the Clerk's office. A review of the roster revealed that Ms. Anderson's appointment has expired, but the Clerk's office is aware and she will be reappointed. In addition, inactive members Christiane Williams and Cindy Vernasco, who were recently reappointed and are still on the roster, make it difficult to make quorum. The Clerk's office is willing to contact them unless Co-Chairs McNamee and Nagle prefer to discuss this issue with them.

## **XII. Reimbursement**

Ms. Brothers has submitted two receipts (\$17.99 each, plus tax) for cat litter for which she is requesting reimbursement.

**Motion:** To approve the reimbursement of \$38.14 to Ms. Brothers from the AWC budget.

**Moved:** Ms. Bellamy

**Second:** Ms. Gailes

**Aye:** Unanimous

**Nay:** 0

**Abstain:** 0

## **XIII. New Business**

- Co-Chair Nagle suggested moving the AWC meetings to Davis Hall beginning in January 2015. ACO Cooper will check availability with Mr. Ryan.
- For cats that have been at Petco a long time and are not being adopted, Co-Chair Nagle suggested swapping cats between the shelter and Petco.
- Co-Chair Nagle suggested that bonded pairs of young cats should not be required to be adopted together. Ms. Anderson suggested making the decision on a case-by-case basis. Ms. Brothers agreed to attempt to adopt them individually.

## **XIV. Adjournment**

**Motion:** To adjourn the November 20, 2014 Animal Welfare Committee meeting.

**Moved:** Ms. Anderson

**Second:** Ms. Bellamy

**Aye:** Unanimous

**Nay:** 0

**Abstain:** 0

The AWC meeting adjourned at 8:30 p.m. The next AWC meeting is scheduled for January 22, 2015 at 7:00 p.m. in City Hall (or Davis Hall).

Minutes prepared by Debra Pinkett