

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Tuesday, November 13, 2012
City Hall Annex Room
4004 Main Street, Rowlett, Texas

Meeting Minutes

- I. Call to order
Chairman, Dr. Lori McKelroy called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:40 pm on Tuesday, November 13, 2012. The following members were present: Dr. Lori McKelroy, Tim Pace, Michael Reiner, Joe Tilger – Environmental Health Manager, City of Rowlett, Dawna Carabajal, Jeri Fontenot, Stephanie Armstrong, City Management present was Lt. Marvin Gibbs.
- II. Consider approving the minutes from the September 11, 2012 meeting.
The Minutes from the September 11, 2012 meeting were passed out and board members were given time to review them. The Chairman opened the floor for comments or questions. Members had corrections to various items in the minutes. Motion was made by Dawna Carabajal to accept minutes with corrections. Seconded by Jeri Fontenot
- III. Welcoming and introductions of Animal Shelter Advisory Board Members.
Members were welcomed during the call to order.
- IV. Administer the Oath of Office and the Statement of Elected Appointed Officer to newly appointed members.
The Chairman opened this item and gave the floor to Deputy City Secretary, Stacey Chadwick. The Oath of Office and the Statement of Elected Appointed Officer was read by new members.
- V. Board Member Orientation presentation by Staff.
The Chairman tabled this item due to technical difficulties.
- VI. Update from Staff on Shelter Stats.
Staff did not have these stats available and moved on to the next item.
- VII. Update from Staff on October 20, 2012 Adopt-a-thon results.
Lt. Marvin Gibbs reported that five total animals were adopted.
- VIII. Update from Staff on the City's Social Media progress.
Lt. Gibbs spoke about Twitter and Facebook. Staff is still trying to work out how Facebook can benefit the Animal Shelter.
- IX. Update on Micro-chipping and registration cost.
Lt. Gibbs reported that Staff will continue to work to get residents to register animals. Micro-chipping will be used for animals that are captured (at large) and any animals that are

adopted out. Staff still has to meet with City Attorney and it continuing to move forward on this on this item.

X. Public Announcement.

Rowlett High School had a craft fair and Board was offered a booth where they had 2 posterboards. One had dogs, the other the cats available for adoption at the shelter. Board will try to attend more events like this that will bring attention to the Shelter. Rockwall Pets have been rescuing lots of animals from the Shelter.

XI. Topics for future meetings

January 8, 2013 will be the next meeting

Board Orientation

Shelter Stats

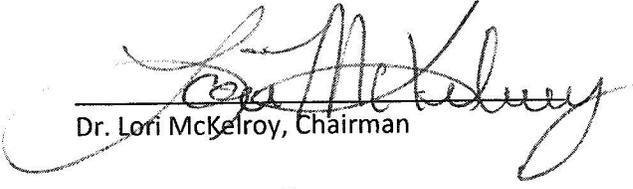
Shelter staff update

Pet abandonment

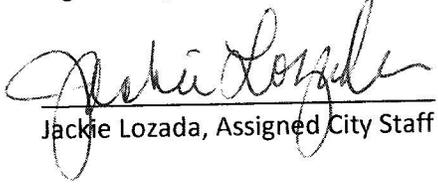
Pet registration and Micro-chipping

XII. Adjournment.

The Chairman, Dr. McKelroy called for a Motion to adjourn. The Motion was made by Tim Pace and seconded by Dawna Carabajal. The meeting was adjourned at about 8:24 pm.



Dr. Lori McKelroy, Chairman



Jackie Lozada, Assigned City Staff

1-8-13

Date Approved