

City of Rowlett
Regular Meeting
Animal Shelter Advisory Board
Thursday, December 10, 2009
City Hall Conference Room
4000 Main Street, Rowlett, Texas

Meeting Minutes

I. Call to order

Chairman, Dr. Lori Trahan called to order the regular meeting of the Rowlett Animal Shelter Advisory Board at 7:06 pm on Thursday, December 10, 2009. The Roll call was conducted via sign in sheet. The following members were present: Dr. Lori Trahan, Katherine Rinz, Jeri Fontenot, Tim Pace, Lynn Hooper, Joe Tilger, Chief Matt Walling, Lt. Marvin Gibbs and Jeff Ochsner.

II. Administer the Oath of Office and the Statement of Elected/Appointed Officer to the newly appointed members.

Dr. Lori Trahan recognized and gave the floor to the City Secretary, Susie Quinn for the swearing in of members to the Animal Shelter Advisory Board. Susie Quinn administered the "Oath of Office" to Dr. Lori Trahan, Tim Pace and Lynn Hooper.

III. Consider approving the Minutes from the September 23, 2009 meeting.

The Minutes from the September 23, 2009 meeting were passed out and board members were given time to review the Minutes. The Chairman opened the floor for comments or questions and none were made. Dr. Trahan called for a motion to accept the Minutes as written. The motion was made by Katherine Rinz and was seconded by Jeri Fontenot. The motion was passed with none opposed.

IV. Elect Officers for the Animal Shelter Advisory Board.

The Chairman opened the floor for nominees for the Office of Chairman. Dr. Trahan nominated Katherine Rinz. Katherine Rinz accepted the nomination and was elected as Chairman. The newly elected Chairman opened the floor for nominees for the Vice-Chairmanship. Dr. Trahan nominated Jeri Fontenot for Vice-Chair. Ms. Fontenot accepted the nomination and was elected as Vice-Chairman.

V. Determine the dates for six meetings to be scheduled for Fiscal Year 2010-2011.

Chairman, Katherine Rinz opened the item for discussion and after a discussion had taken place, Chief Walling made the suggestion that the Board meet the second Tuesday of every other month. He went on to suggest that Board could start meeting on Tuesday, January 12, 2010. There was a general agreement among the Board Members for the approval of the suggested meeting schedule. The Chairman, Katherine Rinz made the motion that the Animal Shelter Advisory Board meet on the second Tuesday of every other month starting on Tuesday, January 12, 2010. Motion Passed.

VI. Discussion of Goals for 2010.

The Chairman opened the floor for discussion. Chief Matt Walling made the announcement that the joint meeting between the City Council and the Animal Shelter Advisory Board had been rescheduled for Tuesday, February 2, 2010. Chief Walling went on to say that at the joint meeting, the Board will present its goals for 2010 to the Council. After a lengthy discussion, the Board decided to review with the council the progress of last years goals and then move forward with the items and goals that the Board plans to discuss this year. As the discussions progressed on this item, the Chairman decided to list out the items and goals to be discussed this year as follows:

1. Evaluate the size and staffing needs of the Animal Shelter.
2. Discuss the scheduling of adoption events and vaccination clinics.
3. Discuss the need for more advertising and signage for the Animal Shelter.
4. Discuss the need for a cat containment ordinance.
5. Discuss for review the current leash ordinance for the purpose of deciding the maximum length of a leash.
6. Discuss for review the current animal registration ordinance for the purpose of deciding the need for breeders permit.
7. Discuss the feasibility of including microchips in the adoption program.
8. Discuss the possibility of having a joint meeting with the Parks Board about a dog park.
9. Continue to discuss ways of educating the public about wildlife issues.
10. Evaluate the progress of changes made in 2009.

After discussion was concluded on this item, The Chairman, Ms. Rinz closed the item by moving on to the next item.

VII. Orientation from the Staff Liaison.

The Chairman opened the item for discussion and gave the floor to Police Chief, Matt Walling. Chief Walling gave the Board an overview of what the expectations were from the City Council for the Animal Shelter Advisory Board and the roles of the Staff Liaisons. Chief Walling concluded the discussion by requesting the two new members introduce themselves. After introductions were made the Chairman closed the item.

VIII. Topics for future agendas.

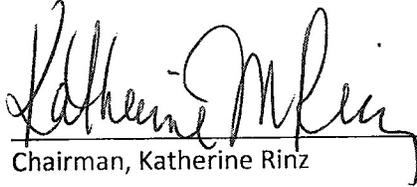
The item was opened by the Chairman and Chief Matt Walling made the suggestion that the presentation for the joint meeting with the City Council be discussed. After a general discussion had taken place among the Board Members about the goals for next year, it was decided that the next meeting would focus on the presentation to the City Council.

IX. Public announcements.

The Chairman, Ms. Rinz opened the item by asking if there were any public announcements. Jeri Fontenot made the announcement that "FRAs" will be co-hosting an adoption event and microchip clinic on Saturday, December 12, 2009 at the Animal Shelter. No other announcements were made and the chairman closed the item from discussion by calling for a motion to adjourn.

X. Adjournment

The motion was made to adjourn by Jeri Fontenot and was seconded by Dr. Lori Trahan. The Chairman called for a vote. The Motion passed with none opposed and the meeting was adjourned.



Chairman, Katherine Rinz



Assigned City Staff, Jeff Ochsner

3-9-10

Date Approved