



Shenandoah Valley Animal Services Center Owners' Meeting:

5/23/23

2:00pm

Augusta County Government Center

1. Approval of Minutes from 4/25/23 Meeting
2. Hiring Update
  - a. Accepting applications for: Operations Manager, Administrative Assistant, PT Kennel Attendants
3. Population Update
4. Director's Report
5. New Shelter Update
6. Public Comment

# ANIMAL SHELTER MEETING

## MINUTES

April 25, 2023 – 2:00 PM

### PRESENT

**Tim Fitzgerald, County Administrator**

**Mike Hamp, Waynesboro City Manager**

**Leslie Beauregard, Staunton City Manager**

**Jon Hilbert, Shelter Director**

**Candy Hensley, Assistant County Administrator**

**Shane Ayers, Staunton ACO**

1. Minutes were presented and approved. Minutes are attached.

Motion: Hamp                      Second: Beauregard                      Approved

2. Mr. Hilbert gave an update on hiring. The shelter is currently accepting applications for an Operations Manager, an Administrative Assistant, a full-time Kennel Attendant, and a part-time Kennel Attendant.

3. Mr. Hilbert read the proposed Social Media Policy, which was brought to the owners for consideration which is attached.

Motion: Hamp                      Second: Beauregard                      Approved

Mr. Hilbert gave a summary of the proposed Volunteer Handbook and its requirements. The Volunteer Handbook is attached.

Motion: Hamp                      Second: Beauregard                      Approved

4. Mr. Hilbert gave an update on the population report, which is attached.

5. Mr. Hilbert presented the Director's Report, which is attached.

6. Mr. Fitzgerald let the public know that the County is requesting a Public Use Overlay for the new animal shelter location in Verona so that we would comply with the County's zoning requirements. This will be scheduled for a Planning Commission and Board of Supervisors meeting.

6. Public Comments:

- o An update was requested on the community vaccination event. Mr. Hilbert indicated that they are working to meet State requirements for having an event.

- The status of streamlining stray pickup was asked. Mr. Fitzgerald that we are looking and the fees, legality, and the processes as to how fees are collected from each jurisdiction.
- A suggestion was made to waive fees for animal owners in good standing.
- The shelter is moving in a positive direction. Thank you.
- Using Chris for behavior training is positive.
- Casey Eldridge is doing a great job as a shelter volunteer.
- A request or an update on the new shelter was asked. We are hoping to have a presentation at the next meeting. We are planning for the architect to be at the meeting.

9. Enter into Closed Session

Motion: Beauregard

Second: Hamp

Approved

End Closed Session

Motion: Beauregard

Second: Hamp

Approved & Certified

10. Meeting adjourned.

Next meeting – April 25, 2023 at 2:00 PM