

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

ANIMAL SHELTER BOARD

Jack McCall, Chair
Mark Presley, Vice Chair
Ginny Gregory, Secretary

Debbie Jenkins
Linda Sue Johnson
Teresa Turner

Cliff Sallee, Public Works Director
Rebecca Troutt, Shelter Director

DECEMBER 19, 2022 | 3:00PM | MAYOR'S OFFICE

AGENDA

1. Call to order
2. Review Minutes from May 19, 2022
3. Financial Summary
 - A. Revenues
 - B. Expenditures
4. Shelter Director
 - A. Additional Computer and Printer
 - B. Human Society
 - C. Bank Account Access
 - D. CRM Software
 - E. Shelter Renovation
 - F. New Building
5. Discussion Items
6. Public Comment
7. Adjourn

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

ANIMAL SHELTER BOARD

MINUTES

August 16, 2022 – 1:30PM – MAYOR’S OFFICE

Board Member Present:

Mayor Stephen Chambers
Mark Presley

Teresa Turner
Cliff Sallee

Rebecca Troutt, Shelter Director

Members Absent:

Debbie Jenkins

Linda Sue Johnson

Ginny Gregory

1. Call to order – 1:30pm by Stephen Chambers
2. Review of Minutes – Minutes from May 2022 were not available. Mark Presley made a motion to approve minutes, seconded by Teresa Turner. **Motion Carried**
3. Mayor Chamber stated that there is \$15,947.77 in reserve fund balance for the Animal Shelter.
4. First order of business is a request to move funds from reserve donation funds to Animal Shelter budget. Rebecca Troutt’s 1st request is for \$1500.00 for dog kennels from Get My Point for the shelter’s van. The \$1500.00 request is for 3 kennels and absorbable pads for each one. Mark Presley made motion to recommend to the County Commission to transfer funds (\$1500.00) from donation reserve to the Animal Shelter budget, seconded by Teresa Turner. **Motion Carried**
5. Rebecca Troutt’s 2nd request is for 8000.00 for (up off the floor) kennels from Stone Mountain Pet Products for the shelter. The \$8000.00 request is for 4 kennels. Ms. Troutt’s plan is to remove the brick walls and replace with these kennels. Ms. Troutt also states that this will help with cross contamination issues. Mark Presley made motion to recommend to the County Commission to transfer the funds (\$8000.00, which includes a \$3000.00 donation for these kennels) from donation reserve to the Animal Shelter budget, seconded by Teresa Turner. **Motion Carried**
6. Rebecca Troutt’s update on Shelter
 - a. The Animal Shelter building needs repairs – an organization Friends of Hartsville/Trousdale County Animals (formally Dreamland) has reached to the Shelter to offer to help with fund raisers and different events.
 - b. The Animal Shelter Mural – Ms. Troutt was hoping to be further along with this project. The latest update is there is a delay due to weather conditions. Cliff Sallee suggested Ms. Troutt contact Dean to see if he would be interested in painting the mural. Ms. Troutt might have a donor to help with the cost of the murals supplies and fees.
 - c. Ms. Troutt has been working with Mr. Beller, County Attorney on City Ordinances for rules and regulations pertaining to animals. Mr. Beller is working on a draft and as soon as Ms. Troutt receives it, she will bring it to the board.
 - d. Ms. Troutt is hoping to change the Shelter to an Animal Control facility. Ms. Troutt has been going to trainings for animal control so as the Shelter moves forward, she will be certified in animal control.
 - e. Ms. Troutt would like to move forward with some sort of cat capacity for stray and feral cats.

Motion to adjourn by Mark Presley, seconded by Teresa Turner.

**Summary Donations / Adoptions
2022-2023**

Includes Revenues 07/01/2022 through 12/09/2022

Account	Totals
44150	
Adoption	3,305.00
44570	
Donation	1,112.00
Misc	385.00
Kennels	137.00
Surrender	110.00
Strut Your Mutt	100.00
Byte Toy	5.00
Vaccines	100.00
IMO Lentz	275.00
Impound	210.00
Microchip	535.00
Reclaim	180.00
SPNEU	75.00
48610	
Grant	1,000.00
MuttNation	1,000.00
Grand Total	6,417.00

Animal Shelter Reserve Balance: \$6,447.77

Hartsville-Trousdale Co Government
 Statement of Expenditures Summary by Obj by Fund
 November 2022

Fund : 101 General

Account Number	Account Description	Budget Amount	Budget Amendments	Amended Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Outstanding Encumbrances	Unencumbered Balance	% Of Budget Exp
50000	General Government								
55000	Public Health And Welfare								
55120	Animal Shelter								
164	Attendants	(33,033.00)	0.00	(33,033.00)	2,275.20	10,238.40	0.00	(22,794.60)	30.99%
169	Part-Time Personnel	(11,395.00)	0.00	(11,395.00)	941.33	3,905.08	0.00	(7,489.92)	34.27%
187	Overtime Pay	(250.00)	0.00	(250.00)	0.00	85.32	0.00	(164.68)	34.13%
201	Social Security	(2,770.00)	0.00	(2,770.00)	199.42	882.19	0.00	(1,887.81)	31.85%
204	State Retirement	(1,957.00)	0.00	(1,957.00)	133.78	607.04	0.00	(1,349.96)	31.02%
207	Medical Insurance	(6,324.00)	0.00	(6,324.00)	0.00	0.00	0.00	(6,324.00)	0.00%
212	Employer Medicare	(648.00)	0.00	(648.00)	46.64	206.32	0.00	(441.68)	31.84%
307	Communication	(480.00)	0.00	(480.00)	0.00	151.43	0.00	(328.57)	31.55%
320	Dues And Memberships	0.00	0.00	0.00	0.00	50.00	0.00	50.00	100.00%
335	Maintenance And Repair Services-Buildir	(2,000.00)	0.00	(2,000.00)	0.00	0.00	0.00	(2,000.00)	0.00%
338	Maintenance And Repair Services-Vehick	(1,500.00)	0.00	(1,500.00)	0.00	0.00	0.00	(1,500.00)	0.00%
347	Pest Control	(300.00)	0.00	(300.00)	50.00	125.00	0.00	(175.00)	41.67%
349	Printing, Stationery And Forms	(500.00)	0.00	(500.00)	0.00	0.00	0.00	(500.00)	0.00%
355	Travel	(500.00)	0.00	(500.00)	0.00	0.00	0.00	(500.00)	0.00%
357	Veterinary Services	(6,400.00)	0.00	(6,400.00)	665.93	2,396.84	2,543.99	(1,459.17)	77.20%
401	Animal Food And Supplies	(5,000.00)	0.00	(5,000.00)	131.96	214.34	663.63	(4,122.03)	17.56%
410	Custodial Supplies	(500.00)	0.00	(500.00)	0.00	295.72	0.00	(204.28)	59.14%
415	Electricity	(4,500.00)	0.00	(4,500.00)	436.49	1,103.51	0.00	(3,396.49)	24.52%
425	Gasoline	(500.00)	0.00	(500.00)	0.00	66.15	0.00	(433.85)	13.23%
435	Office Supplies	0.00	0.00	0.00	0.00	309.32	0.00	309.32	100.00%
454	Water And Sewer	(750.00)	0.00	(750.00)	68.12	341.58	0.00	(408.42)	45.54%
471	Software	(500.00)	0.00	(500.00)	19.99	129.99	0.00	(370.01)	26.00%
499	Other Supplies And Materials	(1,200.00)	(1,500.00)	(2,700.00)	96.84	2,311.62	470.03	81.65	103.02%
524	In Service/Staff Development	(500.00)	0.00	(500.00)	0.00	250.00	0.00	(250.00)	50.00%
707	Building Improvements	(13,200.00)	(8,000.00)	(21,200.00)	0.00	0.00	0.00	(21,200.00)	0.00%
Total 55120	Animal Shelter	(94,707.00)	(9,500.00)	(104,207.00)	5,065.70	23,669.85	3,677.65	(76,859.50)	26.24%
Total 55000	Public Health And Welfare	(94,707.00)	(9,500.00)	(104,207.00)	5,065.70	23,669.85	3,677.65	(76,859.50)	26.24%
Total 50000	General Government	(94,707.00)	(9,500.00)	(104,207.00)	5,065.70	23,669.85	3,677.65	(76,859.50)	26.24%
Total For Fund:	101	(94,707.00)	(9,500.00)	(104,207.00)	4,360.70	18,352.85	3,677.65	(82,176.50)	21.14%