

# CITY OF PETALUMA

## ANIMAL SERVICES ADVISORY COMMITTEE MEETING MINUTES

WEDNESDAY, NOVEMBER 5, 2008  
Petaluma Animal Shelter  
840 Hopper Street, Petaluma, CA 94952

**Committee Members:** John Cerini (Chair), Tim Christensen, John Eliot, Jr., Grant Garl, Eileen Hallock, Jonathan Long, Nancy Manchester, Pamela Morris, June Gerron, Barbara Van Gennepe

**Councilmember Liaison:** Samantha Freitas

**Staff:** Nancee Tavares, Animal Services Manager; Kathy Sousa, Shelter Supervisor

**Absent:** Eileen Hallock; Pamela Morris, Jonathon Long, Samantha Freitas

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- I. **Call to Order/Roll Call:** @ approximately 7:03 PM by John Cernini. John Cerini welcomed new Committee member Barbara Van Gennepe.
- II. **Approval of Draft Minutes:** Approved.
- III. **Public Comment (For items not on the agenda):** None. No public was present.
- IV. **Committee Comment:** None.
- V. **Shelter Report:** \* The Shelter has started their new hours to accommodate staff changes. It was noted that all City buildings are now closed on Friday, including Police station, due to budget cuts. The Shelter has begun a tentative schedule of 4 10 hour days to maximize staffing and utility utilization; it will be open Tuesday, Thursday, Friday and Saturday from 8 AM to 7 PM. This is experimental; we may go back to 5 8 hour days if it does not work. The Shelter is now operating without 1 ½ front office positions; both of these have been eliminated in budget cuts in the past year. \* Lt. Cook, who supervises the Shelter, has decided not to present all of the advised ordinance changes to the City Council at once. He will present feral cat ordinance first at a yet undecided date. \* It was noted that currently the Miller Park project, on which much of the ordinance changes were based, is experiencing some difficulties; as public awareness of the Project has been growing, a large number of people are dropping off too many cats for the caretakers to maintain control. It was noted that abandoned domestic cats are not viable in a feral colony and should be trapped and put up for adoption, but this is difficult given the extreme numbers there. \* FOPAS' annual fundraiser, the 10<sup>th</sup> annual Evening for the Animals, will take place on November 15<sup>th</sup> at Hermann Son's Hall. The event will include a buffet dinner, silent auction, and fashion show featuring rescue dogs from Shelter. The proceeds go to both the Shelter and Meals on Wheels recipients that have pets. MoW pets will receive custom holiday goody bags, and FOPAS donates Sensation

harnesses, cat scratchers, and other important items that are given with adopted animals to assist in their transition to their new homes. FOPAS has asked for volunteers to act as ticket takers from 7:30 – 9 that evening and assistance closing out auction bids. Tickets for the event are for sale at Shelter; \$5 in advance, \$20 at door. Grant Carl will find out if there are any other specific volunteer needs and email Committee members with details of positions that need filling. \* The Shelter has had a number of adoptions to report; 8 dog adoptions just in the last week. Advertising in the Press Democrat with photos of the animals seems to encourage excellent response. The Shelter currently has 11 dogs, 42 cats, 2 rabbits, a parakeet and a tame pigeon available for adoption. There are 12 cats out in foster homes, mostly kittens, but one mother cat with kittens and one puppy as well.

VI. **Subcommittee Reports:** John Cerini clarified for Barbara that the Committee currently has three subcommittees; fundraising, education and events. All of the subcommittees are open to all members. It was noted that the Committee does not have a current email list of donors for electronic fundraising, and suggested that we request email addresses from donors currently on the newsletter mailing list for this purpose. There are currently approximately 1,000 people on this list. \* Animal Services is not currently on the email list for City Departments that people can sign up online for updates via email. There is also events advertising available on City web page that Animal Services does not take advantage of. Barbara volunteered to talk with the City IT department about utilizing these resources. Additionally, the IT staff that she contacted is on the Board of Directors for Petaluma's Public Access television station and offered advertising during station breaks to Animal Services. It was noted that someone would need to produce and edit this. Barbara will find out more information about this process. \* Tickets and color fliers have been printed for the raffle for the Irish Imaginings vacation; Nancee has these available for distribution and sale. The color fliers are 8 ½ x 11; it was suggested that we have a few bigger posters printed. There is a large banner available and it will be hung at the City's Craft Faire this weekend. An advertisement for the raffle will be run in the Marin Independent Journal after the holidays. There are currently many fundraising auctions going on and it would be best to wait. The City's Craft Faire will happen this weekend, November 8<sup>th</sup> and 9<sup>th</sup>, at the Community Center at Luchessi Park. We do not yet know the exact location, but Nancee and John Eliot will be setting up at 9 AM and members covering the booth should look for the banner. \* It was decided that we will wait on creating our own 501(c)3 and continue to work with FOPAS.

VII. **Future Agenda Items:** None.

VIII. **Adjourn:** @ approximately 7:30 PM.