

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
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End Closed Session

Motion: Beauregard	Second: Hamp	Approved & Certified
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10. Meeting adjourned.

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