



ANIMAL SHELTER ADVISORY BOARD

Prince Frederick, Maryland

MEETING NOTICE

The Animal Shelter Advisory Board (ASAB) conducted an open meeting on Wednesday, February 1, 2023, at 5:00 p.m. via a Zoom platform.

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|----------|------------------------------|---------|------------------------|---------|
| Members: | Elizabeth Ashley, Vice-Chair | Present | Michelle Salta | Absent |
| | Susan Delegan | Present | Dawn Shonkwiler, Chair | Present |
| | Crystal Dowd | Present | Anna Vermillion | Present |
| | | | Katie Ward | Absent |

Staff: Francie Rose, Executive Administrative Aide, Department of Public Safety
April Coleman, Animal Care Supervisor, Department of Public Safety

OPEN MINUTES

General Business & Administrative Matters

1. Meeting was called to order at 5:00 p.m.
2. Quorum was determined.
3. Open minutes from December 7, 2022 were reviewed. A motion was made by Elizabeth Ashley to approve the minutes, seconded by Sue Delegan, and carried unanimously by all members in attendance without further discussion.
4. Open agenda was reviewed. A motion was made by Sue Delegan, seconded by Elizabeth Ashley, to approve the agenda, and carried unanimously by all members in attendance.

Old Business

- Annual Report Approval – Dawn Shonkwiler made a motion to amend the date of the report and approve it for sending to the BOCC. The motion was seconded by Crystal Dowd and carried unanimously by all members in attendance.
- Grant Research – Barbara Warner, Grant Writer for the Department of Public Safety, provided an overview of the grants process. ASAB members and Public Safety staff brainstormed ideas and entities that will provide grants. Crystal suggested that everyone research and bring information on an available grant to the next regular meeting for discussion. It was also discussed to invite Laurel M. Matthews from Friends of the Linda L. Kelley Animal Shelter, the shelter's non-profit support group, to attend the next meeting to discuss ways to collaborate on grants.

New Business

None

Public Comment

- Crystal Dowd advised that Jackie Vaughan has officially retired; her last day was January 8th. Crystal has been filling in as interim Director, and April Coleman has been filling in as Deputy Director for the Animal Shelter. Depending on how long the process takes to find a new Director, Crystal may have to take time out from this Board and have April step in more with the ASAB as well.
- Dawn Shonkwiler asked for the date of the next free rabies clinic. Crystal advised that it is on Wednesday, February 15, 2023, and the third Wednesday evening of each month, from 5:00 p.m. – 7:00 p.m. There is no appointment necessary, it is on a first come, first served drive-through basis. April Coleman advised that if we have any left, there will also be free distemper vaccines available.
- Dawn Shonkwiler mentioned Loki the missing Shepherd/Husky mix who was injured, and how wonderful it was that he has been found and treated. Dawn was grateful to the animal community for coming together to make it a success, and happy that Loki's injuries are not severe.
- Elizabeth Ashley indicated that she is starting some therapy dog classes, and 911 dispatch is a place where we might want visits. Come early summer, there might be a fair number of certified dogs, if dispatch is looking for visits. She indicated that she is also offering free spots for shelter dogs for these certifications, as well as a 6-week separation anxiety class, for which she can comp a spot for a shelter dog.
- April discussed the foster program for dogs, and fielded questions from ASAB members.
- Dawn Shonkwiler asked everyone to mark their calendars for "Breakfast at Sniffany's" on May 21, 2023. Heather Martin, the owner for Martin's Jewelry does a fundraiser for county rescues. It will be held at Serenity Farm in Benedict. She will do an application process for selecting this year's rescues. In addition, the purse bingo is July 8th, 2023 at the Calvert County Fairgrounds.

Announcements

The ASAB will hold regular meetings on a monthly basis on the first Wednesday of every month; this regular schedule is duly advertised. Information and agendas for all meetings forward may be found on the ASAB webpage: <http://www.co.cal.md.us/index.aspx?nid=2089>.

Adjournment

A motion was made by Elizabeth Ashley and seconded by Anna Vermillion at 5:48 p.m. to adjourn the meeting. The Board voted unanimously in favor of the motion without further discussion.

Adopted on the 8th day of March 2023 – minutes transcribed by Francie Rose.

Signed Dawn Shonkwiler

Date 03/20/2023

Signed Aci

Date 3/20/23