



Animal Shelter Advisory Board

Minutes

Regular Meeting

August 14, 2024 – 6:00 pm

Wylie Municipal Complex – Council Chambers

300 Country Club Road, Bldg. 100

Wylie, TX 75098

CALL TO ORDER

Announce the presence of a Quorum.

Amber Porter called to order the Animal Shelter Advisory Board meeting at 6:01 p.m. Board members present Amber Porter, Shelia Patton, Susan Cranford, Jeff Forrester, Priscilla Muhoho, and Joe Webb. Laurie Black is absent. Quorum is present.

INVOCATION

The invocation was given by Jeff Forrester.

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Council regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Council requests that comments be limited to three (3) minutes. In addition, Council is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.

REGULAR AGENDA

- 1. Consider and act upon the Animal Shelter Advisory Board Chair appointment for a term ending June 2025. (ASAB Chair)**

Board Action

A motion was made by Jeff Forrester to nominate Amber Porter as the Animal Shelter Advisory Board Chair. Susan Cranford seconded the nomination of Amber Porter as the Animal Shelter Advisory Board Chair for a term ending June 2025. A vote was taken, and the motion passed unanimously.

- 2. Consider and act upon an Animal Shelter Advisory Board Vice Chair appointment for a term ending June 2025. (ASAB Chair)**

Board Action

A motion was made by Shelia Patton to nominate Susan Cranford as the Animal Shelter Advisory Board Vice Chair. Jeff Forrester seconded the nomination of Susan Cranford as the Animal Shelter Advisory Board Vice Chair. A vote was taken, and the motion passed unanimously.

3. Consider and act upon an Animal Shelter Advisory Board minutes of May 8, 2024. (ASAB Chair)

Board Action

A motion was made by Joe Webb to accept the Animal Shelter Advisory Board minutes of May 8, 2024, as presented. Susan Cranford seconded to accept the Animal Shelter Advisory Board minutes of May 8, 2024, as presented. A vote was taken, and the motion passed unanimously.

4. Consider and place on file the second-quarter statistical information for shelter operations. (ASAB Chair)

Board Action

A motion was made by Jeff Forrester to accept the second-quarter statistical information for shelter operations, as ammended. Susan Cranford seconded to accept the second-quarter statistical information for shelter operations, as amended. A vote was taken, and the motion passed unanimously.

WORK SESSION

WS1. Discuss the progress related to facility renovation.

Shelia Patton updated the board about the renovations to the shelter. Jeff Forrester asked when is phase 1 and 2 supposed to be completed. Shelia Patton stated that phase 1 should be done in 8 weeks and phase 2 should be completed in 4 weeks. Priscilla Muhoho then asked if we had a plan for the adoptable animals. Shelia Patton replied that we are still open to the public during the renovation. She stated that she is more worried about phase 2 because we will lose space for 4 weeks. We will find a way to get it done, though.

ADJOURNMENT

Motion was made by Susan Cranford and seconded by Joe Webb to adjourn the meeting. With no further business before the board, the board's consensus was to adjourn at 6:40 p.m.

ASAB Chair

ATTEST:

Shelia Patton, ASAB member