

Humane H.E.L.P Board Meeting Minutes

29 January 2024

1506-1603

Zoom & In person at Humane Educators of Texas

Attendance: Kelly Thyssen, Alexis Fine, Kasey Schwartz, Shyah Johnson, Tabitha Blewett, Bekha Montie, Cathy Bustos, & Amanda Moore

Not in Attendance: Mary Brown

Order of Business:

Unfinished business:

- Approval of last meeting minutes. Kelly made a motion to approve, Shyah seconded. All in favor, none opposed, motion carried.
- The bank account has been set up and Kelly was able to start a PayPal account as well as a Venmo account. Current funds at: \$216 in the bank account with an additional \$196 in the process of being transferred from Venmo to the bank account.
- Board member bios. Kelly still needs Mary's bio for the website. She currently has both Bekhas and Shyahs bios but is still working on getting them on the website.
- Kelly is still working on creating a donation receipt for Humane Help to issue when donations come in.
- Kelly spoke with Cathy about Humane Help being able to send people to ICISF training courses in other parts of the state. Cathy said that was fine, we just need to work out tuition with the host agency.
- Texas Unites: We previously discussed wanting to purchase a booth and have board members sign up for shifts to work the booth. All agreed we should plan to move forward with the booth purchase for \$450 and Kasey will be listed as the registrant for the booth. Purchase and registration will be made once the funds are available in the bank account.
- Shirts: Tabitha emailed out two mockup designs for tshirts. One for peers and one for general members as well as shirts to sell. Tabitha also discussed having the board shirts made soon to ensure all board members have shirts for upcoming events and conferences. The proposed design is an embroidered shirt in teal with the logo embroidered on the left front. All in attendance approved of all shirt designs. Discussion was had regarding paying for the shirts. All agreed that the priority is the board shirts and that with the discount Tabitha found, if each board member agreed to donate \$25, we would be able to offset the costs of the shirts.
- Advertising brochures: Alexis sent out a mockup of a design she created. She priced the production of the brochure through Canva at \$43 for 50 or \$74 for 100. All agreed to continue reviewing the proposed brochure to fix any design issues and edit content. Kelly is also going to

get the Venmo QR code sent out so it can be attached to whatever advertisements are needed. Agreed to table this vote until the next meeting.

- ICISF Resource cards: Kelly and Cathy spoke about the cost of these cards. The current cost is a set of 10 cards for \$120. Discussion was had regarding purchasing one set for now so each board member could have a set for any deployments that may happen. All agreed that the purchase should be made as soon as funds are available.
- Board Requirements: Kasey emailed out proposed requirements for board positions. Tabitha suggested changing the word Animal Control to Animal Welfare to make sure we are encompassing all aspects of animal welfare. Discussion was also had regarding the annual mental health professional check-in. Cathy said she is happy to help with that as well as help us find other mental health professionals that could help with this requirement. Discussion was had about whether or not these proposed requirements should be added to the bylaws. All agreed they should. Tabitha will get them added to the bylaws, and the board will have a chance to review them and will take a vote at the next meeting.
- AIR partnership. Neither Kelly nor Tabitha have had a chance to speak with AIR at this time. They will attempt to meet with them before the next meeting.
- Alexis has made a LinkedIn profile for Humane Help and will continue to update and post on that platform to help boost donations and contacts. Tabitha also posted on the Facebook page about the deployment to Marlin shelter to also continue to advertise our services and elicit donations.

New business

- Fundraising: Discussion on fundraising ideas.
 - Cathy suggested a donation jar with a QR code at events we participate in.
 - Kelly suggested raffle items at conference booths. Ideas included self care gift baskets, gift cards, and/or a large raffle item of a large gift card to a spa. Raffle tickets would be sold for a chance to win one of the prizes.
 - Reach out to JoetheACO for donated items for raffle
 - Cathy suggested we reach out to TMPA for donations.
 - Tabitha suggested getting involved with Amplify Austin. Registration was due by Jan 7, so that will likely be tabled until next year.
 - Kelly suggested reaching out to larger organizations such as Best Friends, ASPCA, or Maddies Fund.
- HSUS Conference 2024: Kelly, Amanda, Tabitha, & Alexis will be there. Kelly and Tabitha have a booth in the exhibit hall so they are able to put advertisement information at their booth as well. Discussion was had that any board members that will be in attendance should try to wear their board shirts if at all possible.
- TACA Conference 2024: Will be at the Hyatt Regency Hill Country in San Antonio. There are several sponsorship opportunities such as: booth \$500, Gala sponsor \$2000, or Swag Bag \$350. Discussion was had regarding trying to participate in some capacity at this conference to help get the word out about our services to as many agencies around the state as possible. Cathy suggested that at any conferences where emotional topics are being discussed to have identified peers available to talk with those affected.
- Discussion was had regarding how much can be spent by board members without board votes. There currently is nothing dictating this in the current bylaws. After discussion, everyone agreed

that up to \$500 would be a good amount with anything more than that needing board approval. Tabitha will add those to the bylaws, and it will be voted on in the next meeting.

Action Steps:

1. Mary will send her bio in so it can be included on the website.
2. Kelly will create the donation receipt.
3. Kelly will get HH registered for Texas Unites.
4. Tabitha will order the board polo shirts.
5. Everyone will help with editing and updating the proposed brochures so they can be sent to production.
6. Kelly will order the set of 10 ICISF cards when funds allow.
7. Tabitha will add the board requirements to the bylaws before the next meeting.
8. Kelly or Tabitha will reach out to AIR to talk about possible partnerships.
9. Alexis will get donation links and/or posts on LinkedIn.
10. Everyone will help with reaching out to other organizations or individuals to ask for donations.
11. Tabitha will add the \$500 spending limit to the bylaws before the next meeting.

Closing:

Kelly motioned to adjourn the meeting at 1603, Alexis seconded. All for, none opposed, motion carried.