



Shenandoah Valley Animal Services Center Owners' Meeting:

1/23/24

2:00pm

Augusta County Government Center

1. Approval of Minutes from 11/28/23 Meeting
2. Hiring Update
 - a. Accepting applications: (1) Full Time Kennel Attendant
3. Population Update – Annual Report
4. Director's Report
5. Public Comment

ANIMAL SHELTER MEETING

MINUTES

November 28, 2023 – 2:05 PM

PRESENT

Tim Fitzgerald, County Administrator

Mike Hamp, Waynesboro City Manager

Leslie Beauregard, Staunton City Manager

Candy Hensley, Assistant County Administrator

Jon Hilbert, Shelter Director

Renee Kershner, Operations Manager

1. Minutes were presented and approved for the September 16, 2023 meeting.
Motion: Hamp Second: Beauregard Approved
2. Mr. Hilbert gave an update on hiring. Discussed the need for two part-time Kennel Attendants. It was approved to move one position to a part-time FA with the same pay grade.
3. Mr. Hilbert gave an update on the population report, which is attached.
4. Mr. Hilbert proposed a Veterinary Care Policy. The Owners suggested adding monetary limits for medical treatment to be approved by the Director or Operations Manager.
Motion: Hamp Second: Beauregard Approved
5. Mr. Hilbert provided an adoption fee cost comparison with other local shelters, which is attached. The Owners reviewed the costs.
Motion: Hamp Second: Beauregard Approved
6. Mr. Hilbert presented the Director's Report, which is attached.
7. There was public questions and discussions. Ms. Hensley gave an update on the progress with the budget for the new shelter and the plan to have bids open by the end of 2023. There will be a two month bid process. Questions were asked about the animal ordinances and Mr. Fitzgerald noted the running at large fees for Augusta County will be addressed after the first of the year.
8. Mr. Fitzgerald updated that there will not be a meeting in December. We will resume in January 2024.
9. Meeting adjourned.

Next meeting – January 23, 2024 at 2:00 PM

DRAFT