



ARC PET ALLIES AGENDA

Tuesday, April 13, 2021 – 3:00PM

ON MARCH 16, 2020, GOVERNOR GREG ABBOTT TEMPORARILY SUSPENDED PART OF THE TEXAS OPEN MEETINGS ACT TO HELP MITIGATE THE SPREAD OF COVID19. SPECIFICALLY, THIS AMENDMENT ALLOWS FOR LOCAL GOVERNMENTS TO CONVENE VIRTUALLY SO LONG AS MEMBERS OF THE PUBLIC ARE PROVIDED A MEANS BY WHICH THEY CAN HEAR AND PROVIDE COMMENT TO THE GOVERNING BODY.

ARC Pet Allies – 501(c)(3) convened for its regularly scheduled April 13, 2021 meeting by utilizing Zoom, which allowed for Committee members and the public alike to partake in and/or view the meeting either online or over the phone.

CONNECTING VIA INTERNET:

Access the URL:

<https://us02web.zoom.us/j/83744494584?pwd=bXVML0dCUkRXUzlkWmY1UGxzUThvdz09>

Meeting Password: 021116

1. An automated prompt should appear on your screen; when it does, click “Open Zoom Meetings”
2. If you would prefer to use your computer for audio connection, please do the following:
 - a. When prompted, select “Join Audio”
 - b. Another popup box will appear, select the tab, “Computer Audio”
 - c. Now click the box stating, “Join with Computer Audio.” Your connection to the meeting will be automatically established upon doing so.
3. If you would prefer to utilize a phone for your audio connection, please do the following:
 - a. Mute your computer’s volume;
 - b. When prompted, select “Join Audio”
 - c. Another popup box will appear, select the tab, “Phone Call”
 - d. You will be presented with a Dial-In, Audio Code, and Participant ID. Call the Dial-In number from your phone and follow the subsequent voice prompts. Your connection to the meeting will be automatically established upon doing so.

CONNECTING VIA PHONE (AUDIO ONLY):

1. Dial 346-248-7799
2. You will be prompted to enter the Meeting ID, which is 837 4449 4584# Meeting Password: 021116
3. Finally, you will be instructed to enter your Participant ID. When this occurs, merely select the pound (hashtag) key without entering any numbers. Your connection to the meeting will be automatically established upon doing so.

CONSENT AGENDA: All items marked with a single asterisk (*) are parts of the consent agenda and require no deliberation by the ARC PET ALLIES Board of Directors.

APPEARANCE: A citizen desiring to make comment to the Committee shall submit a written request to the Board of Director by noon on the fifth day preceding the meeting. A statement of the nature of the matter to be considered shall accompany the request. The Directors shall include the requested appearance on the agenda and the person shall be heard if he or she appears.

QUORUM: A majority of the members (3) present shall constitute a quorum

REGULARLY SCHEDULED MEETING

Meeting Called to Order

*Item #1 ACTION.....Agenda

*Item #2 ACTION.....Excused Absence(s)

*Item #3 ACTION.....Consider for Approval Minutes from August 21, 2020

Item #4 **ACTION**.....Status Update on Grants and Funding Opportunities,
Review Google Sheet of Possible Grants

Item #5 **ACTION**.....Review and Consider Bookkeeping Companies for the
Management of the ARC Pet Allies Account

Item #6.....Comments from the Public

Adjournment

Persons who have not submitted written request may be permitted to comment on posted agenda item(s) (**limit three (3) minutes per person**). In compliance with Texas Open Meeting Act, ARC PET ALLIES may not deliberate on comments. Personal attacks will not be allowed, and personnel matters should be addressed during normal business hours.

MEMBERS MAY BE REACHED DURING THE MEETING AT 409-938-2288
ANY PERSON REQUIRING SPECIAL ACCOMMODATION SHOULD CONTACT
AMANDA WOLFF AT (409) 938-2273 48 HOURS PRIOR TO THE MEETING.

Posted by:

Amanda Wolff



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

ARC Pet Allies

April 2021

Item #2

Excused Absences



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

ARC Pet Allies

April 2021

Item #3

Consider for Approval Minutes from August 21, 2020



GALVESTON COUNTY HEALTH DISTRICT

Protecting and promoting the optimal health and well-being of Galveston County.

ARC Pet Allies

Meeting Minutes

August 21, 2020 2:00 Noon

ARC Pet Allies convened for its regularly scheduled August 21, 2020 meeting by utilizing Zoom, which allowed for Committee members and the public alike to partake in and/or view the meeting either online or over the phone.

In Attendance:

Amber Adams, Board Member
Andrea Cortinas, Board Member
Michelle Allee, Board Member
Richard Mosquera, Board Member

Absent:

Dina Driskill

GCHD Staff Present:

Amanda Wolff, Executive Office Coordinator/Assistant to CEO
Vanessa Kelley, Administrative Assistant

Consent Agenda Item #1-2

Amber Adams, Chair, asked the board to approve the consent agenda items one and two. Ms. Allee made a motion to approve the consent agenda and Ms. Cortinas seconded the motion. The board unanimously approved the consent agenda items one and two.

Item #3 Elect Interim Officers

Ms. Cortinas made a motion to appoint Ms. Adams as the board chair. Ms. Allee seconded the motion. Ms. Adams made a motion to appoint Ms. Allee as the vice chair. Ms. Cortinas seconded the motion. Ms. Allee made a motion to appoint Ms. Cortinas as Secretary/Treasurer. Ms. Adams seconded the motion. The board unanimously approved all motions for appointments.

Item #4 Consider Appointment of a Member to Fill Vacancy on Initial ARC Pet Allies Board

Ms. Allee made a motion to appoint Richard Mosquera to fill the position vacated by Dina Driskill on the initial ARC Pet Allies board. Ms. Cortinas seconded the motion. Mr. Mosquera accepted the appointment and the board unanimously approved his appointment to the Board.

Item #5 Vote to Adopt the Bylaws

Ms. Allee made a motion to approve the Bylaws as presented. Ms. Cortinas seconded the motion and the board unanimously approved the motion to approve the Bylaws.

Item #6 Consider for Approval the Conflict of Interest Policy

Mr. Mosquera made a motion to approve the Conflict of Interest Policy as presented. Ms. Allee seconded the motion and the board unanimously approved the motion.

Item #7 Consider for Approval of the Application for 501(c)(3) Status

Ms. Cortinas presented the application for 501c3 status and advised the board there will be a \$275 filing fee. Ms. Cortinas suggested using ARC general donation funds to pay the filing fee. Ms. Allee made a motion to use general donations funds to pay the filing fee, to add Richard Mosquera to the application and to correct the spelling of Ms. Allee's last name on application. Ms. Cortinas seconded the motion and the board unanimously approved the motion.

Item #8 Select Regular Meeting Day and Time

Ms. Cortinas made a motion to set the quarterly ARC Pet Allies meetings at 2:00 pm on the Friday prior to the quarterly Animal Services Advisory Committee meetings. The next ARC Pet Allies meeting will be November 6, 2020 at 2:00 pm. Ms. Allee seconded the motion and the board unanimously approved the motion.

Item #9 Consider for Approval Selection of Banking Institution

Ms. Cortinas made a recommendation to use Prosperity Bank as the ARC Pet Allies banking institution. Ms. Allee made a motion to make Prosperity Bank ARC Pet Allies banking institution. Mr. Mosquera seconded the motion and the board unanimously approved the motion.

Item #10 Consider for Approval Logo for ARC Pet Allies

Ms. Allee made a motion to accept the teal and maroon shield logo presented and to add the name ARC Pet Allies to the logo. Mr. Mosquera seconded the motion and the board unanimously approved the motion.

Item #11 Discuss Pursuing Grant Applications, Donations Fundraisers

Ms. Allee and Ms. Adams will work together to pursue grants and funding opportunities. They will keep the board aware of all opportunities.

Item #12 Discuss Hiring Outside Company for Accounting and Bookkeeping

Ms. Cortinas advised the board the accounting and bookkeeping for ARC Pet Allies must be kept separate from GCHD. Ms. Cortinas asked the board to review the list of companies she reached out to and they can choose an outside company to manage the ARC Pet Allies account at a later date.

Item #13 Discuss Open Meetings Act Training Requirement

Mr. Mosquera advised the board the two required trainings, Public Information Act and Open Meetings Act, will need to be completed within 90 days of becoming a board member. All trainings should be completed and submitted to Amanda Wolff by November 20, 2020.

Item #14 Public Comments

No comments were made from the public.

The meeting was adjourned at 2:29 pm.

Chair

Secretary/Treasurer

Date

Date



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

ARC Pet Allies

April 2021

Item #4

**Status Update on Grants and Funding Opportunities,
Review Google Sheet of Possible Grants**



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

ARC Pet Allies

April 2021

Item #5

**Review and Consider Bookkeeping Companies for the
Management of the ARC Pet Allies Account**



GALVESTON COUNTY HEALTH DISTRICT

UNITED BOARD OF HEALTH

9850-A.106 Boardroom Emmett F. Lowry Expressway, Texas City

**ARC Pet Allies
April 2021
Item #6
Public Comments**