**DURHAM COUNTY**

**MEETING MINUTES**

**Animal Welfare Advisory Committee**

**Tuesday, November 26, 2024**

**7:00 PM**

**[Virtual Meeting – Microsoft Teams]**

**Present:**

*Committee Members:*Shenell Little, Lt. Georgette Ray, Dr. Ashley Baines, Elizabeth Overcash, Marianne Bond, Jan Paul.

*Non-voting Members:*Captain Mark Manning, Shafonda Allen, Leah Santelli, Dakota Beck

*Community Members:* Sarah Reichman, Brian Mulligan, Donna Mitchell, Susan Teer, Maketta Black

*Committee Counsel:*

*Sheriff’s Counsel:*

**Item I – Introductory Remarks**

Dr. Campbell called the meeting to order and declared there was a quorum.

**Item II - Approval of Minutes**

A motion was made to approve the July 23, 2024, minutes by Jan Paul and seconded by Shanell Little. There was no one opposed.

**Item III – Animal Services Report**

Captain Manning reported on the October 2024 activity of Animal Services.

Please see attached Animal Service Report for further details.

**Item IV – Shelter Report**

Director Allen reported on the activities of APS of Durham and provided a written shelter report. Please see the attached report for further details.

**Item V – Old Business**

1. There were questions about the municode and whether it had been updated. Sarah Reichman said the code had been updated and is online. This was confirmed by Leah Santelli.

**Item VI – New Business**

Attorney McKinney emailed some suggestions for changes to the bylaws, prior to the meeting. The items below were discussed.

1. Consider and vote on the proposed amendment to bylaws.
   1. BYLAWS – POSSIBLE AMENDMENT

Attorney McKinney says, in my opinion, the bylaws (3rd attachment) could be clearer in distinguishing the term limits that apply to voting members vs. non-voting members. Since non-voting members include individuals such as Captain Manning, Director Allen, myself, etc., I recommend some slight edits to the bylaws to make clear that non-voting members don’t serve "terms" as much as they serve at the pleasure of their designating body and so long as they are able and willing to fill their various roles for the Committee. In light of the long-time service of members such as Captain Manning and Director Allen (along with the inevitable transitions/re-assignments that take place in departments such as mine, Public Health, etc.), I believe this is what was intended, and the bylaws don’t currently contradict this but again – they could be more explicit in my opinion. The bylaws can be amended by majority vote (see Article VIII).

**II.A. – Current:**

Members of the COMMITTEE may serve two (2) consecutive three-year (3) terms and may resume service on the COMMITTE after a hiatus of at least one (1) year. Members of the COMMITTEE shall not be members of the Durham County Dangerous Dog Appeal Board during any portion of their term.

**II.A. – Proposed:**

Voting members of the COMMITTEE may serve two (2) consecutive three-year (3) terms and may resume service on the COMMITTE after a hiatus of at least one (1) year. Members of the COMMITTEE shall not be members of the Durham County Dangerous Dog Appeal Board during any portion of their term.

**II.B. – Proposed addition to add to the end of the section:**

 Non-voting members of the COMMITTEE serve at the pleasure of their respective designating agencies and departments.  Vacancies are filled and replacements are made by the designating agencies.

**III.  – Current:**

**Vacancies.** In the event of a vacancy on the COMMITTEE, the vacancy shall be filled by the County Commissioners for the unexpired term of the member creating the vacancy.

**III.  – Proposed:**

**Vacancies**. In the event of a vacancy of a voting-member position on the COMMITTEE, the vacancy shall be filled by the County Commissioners for the unexpired term of the voting member creating the vacancy.

**V. - Current:**

**Term Limits.** The same person may not serve more than two consecutive terms. An appointment to fill an unexpired term of one year or more shall be considered one term and said appointee can be appointed for only two additional consecutive terms.

**V. - Proposed:**

**Term Limits.** The same person may not serve as a voting member for more than two consecutive terms. An appointment to fill an unexpired term of one year or more shall be considered one term and said appointee can be appointed for only two additional consecutive terms.

A motion was made by Dr. Baines made a motion to vote on the changes as a block and Marianne Bond seconded. Dr. Campbell made a motion to approve all the suggested changes, and the motion was seconded by Marianne Bond. Jan Paul abstained from the vote due to the attorney not being present. All other voting members agreed with the motion.

1. Election of officers
   1. There was a discussion about three members whose terms were ending January 31, 2025. (Elizabeth Overcash, Jan Paul, and Marianne Bond). Marianne Bond said she would not be at the January meeting. It was suggested that members leaving the committee be replaced prior to the next meeting. Jan Paul suggested submitting resignations for those leaving the committee so replacements could be appointed prior to the next meeting.

Jan Paul, the Sheriff’s appointee, offered to resign prior to next meeting; Capt Manning said he appreciated the offer but wanted to check with the Sheriff (or it’s up to the Sheriff).

Jan Paul also said that Clerk couldn’t post a position until it was vacant, and she didn’t know whether the clerk can go ahead and post an anticipated vacancy.

Marianne Bond said she would submit her resignation after completing the minutes because she would not be at the January meeting anyway so the position could be posted. Elizabeth Overcash said she would also submit her resignation as well.

**Item VII – Public Comments**

There were no public comments.

Director Allen thanked the members who were rolling off the board and said that she appreciated their work. Captain Manning also thanked those members. Sarah Reichman also thanked those members who have served.

Jan Paul made a motion to adjourn, and this was seconded by Dr. Baines.