



**South Utah Valley Animal Special Service District
Board Meeting Minutes Tuesday September 5, 2023
South Utah Valley Animal Shelter Conference Room
582 W 3000 N Spanish Fork UT 84660**

Board Member Attendance

Lt. T. Laursen	Kayson Shepherd	@RandiLyn Warner*
Chief Lance Haight*	Chief John Jackson*	@Dr Bott*
Chief Brad James*	Chief Brad Bishop	@Legal-not filled
Dep. Kyler Gilstrap	Kevin Oyler	Janet Lunt

(*Absent / @ At large)

The meeting was called to order by **Chairman Bishop** at 10:35 AM.

The agenda was begun with the Shelter Report as they were waiting for another Board Member to arrive. (Janet Lunt arrived at 10:40 AM).

4. Shelter Report by Kierstan Munford. The Baker case is ongoing which means our Manager Brandy and Director Kierstan Munford will be in court on Tuesday. The Audit has begun so she is hoping it will be done sooner. There will be Board Member training at the next meeting. Chairman Bishop will see if his city attorney can come to do it. The Payson Clinic will be this week. The Shelter is not accepting any owner released animals as there is no room. There are still Officers bringing in owner released animals from the public. Kierstan reminded Board Members to please review this restriction with their Officers. There are many resources listed on our website for owners wanting to surrender their pet. **Kevin Oyler** asked if anyone has begun a conversation with cities/county for shelter expansion. The Board asked that Kierstan find the organization that did the Davis County study for their expansion plan. **Chairman Bishop** also suggested that we investigate if any state funding would be available to help. We may be able to just open an adoption center to move adoptable animals while still using this shelter for stray or unadoptable animals. This will relieve the

pressure on the existing shelter. Kevin looked and found a lot on Main Street (Spanish Fork) that may work.

1. Approve minutes from meeting held on 7/11/2023. Motion to approve the minutes from the meeting held on July 11, 2023. **1st Janet Lunt, 2nd Officer Shepherd.** Motion passed.

2. Grant Funding Purchase Proposal. Kierstan asked that some large ticket items be approved from the Grant money. A large storage container would be \$3500-\$6500 and a surgical table will run \$4000-\$5000. She would also like to look at splitting the dog play yard behind the shelter with chain link and some gates. Chairman Bishop asked Kierstan to check out pricing for this.

3. Proposal to increase purchasing limit. This is for already budgeted purchases. I move that we increase the Director's spending limit from \$2500 to \$5000 to be able to make purchases without approval from the Board. **1st Kevin Oyler, 2nd Lt. T. Laursen.** Passed unanimously.

It was also decided to increase the limit on the "P" card to \$5000. I make a motion to increase the limit on the "P" card to \$5000. **1st Chairman Bishop, 2nd Janet Lunt.** Passed unanimously.

5. To set a date, time and location for a closed meeting to discuss the character, professional competence or physical or mental health of an individual. No business.

Public Input Forum. Justin Stewart from the Best Friends organization sat in the meeting but had no input.

Next Board meeting will be held on November 7, 2023 at 10:30 at SUVAS.

Motion to adjourn. **1st Chairman Bishop, 2nd Kevin Oyler.** Passed.