



## **Lakewood Animal Safety Welfare Advisory Board**

March 15, 2017 Meeting Minutes

Location: Jury Room at Lakewood City Hall

*Present:* Board Members: Melissa Limkemann, Kara Vlach-Lasher, Juleen Russell, Dr. Bo Rog, Derek Maxfield, Nancy Patterson, Sue Speer, Erin Shaughnessy, Dana Textoris, ACO Jack Crawford, Councilperson Cindy Marx (arrived later.)

*Not Present:* Board Members: n/a

---

## **Animal Safety & Welfare Advisory Board Meeting MINUTES**

**Wednesday, March 15, 2017**

- I. Welcomes & Introductions – Melissa Limkemann
  - Melissa opened meeting, welcomed everyone and initiated introductions.
- II. Approval of January 18, 2017 Meeting Minutes – Board
  - A motion to approve minutes was made, seconded and the board approved.
  - We received a request from the city asking that our meeting minutes be submitted soon after our meetings.
  - We received notice that we can approve minutes via email.
  - The city's website no longer shows our historic minutes. Melissa will check with Colin with the city to see if he needs them again.
- III. Board appointments – Cindy/Melissa
  - Melissa noted with the most current appointment of Erin Shaughnessy, we now have a full Board of 11 members (9 voting members and two ex officio, non-voting members)
- IV. Board officer positions – Board
  - City legislation containing LASWAB mandates were reviewed.
  - Kara will check with the law department to see if our charter allows to add a Co-Chair leadership with a Chair and a Secretary.
  - Cindy will check to see if any other City boards have bylaws and/or other standing rules they operate under for our reference.
  - It is OK for us to meet monthly. If the meeting will have a quorum attendance, it is considered a public meeting and we need to notify the city in advance, where it will be posted at least 24 hours beforehand.
  - It was decided that we will meet next on April 19<sup>th</sup>. Melissa will notify the city. (Our previously scheduled next meeting is in May.)
- V. Brochure Initiative/Update – Cindy (current status on council's filing)
  - Kara noted that we do not have a budget yet.
  - Kim Smith has an account number.

VI. Wildlife Education: City's coyote issue – Board

- The article Kara wrote for the Lakewood Observer was reviewed.
- A motion was made, seconded and approved with Jack's changes.
- This article will show the author as Kara Vlach-Lasher, LASWAB
- Kara will check to see if various outlets of the City of Lakewood will share in social media and website.
- The board is encouraged to do more community educational efforts like this one.

VII. 2017 Board Initiatives – Melissa / Kara / Board

- Submit Educational Articles:
  - Acceptable Bird Feeder Types
  - Skunks / Trapping in general
  - Coyote Fact Sheet (Sue and Kara will work on this one.) (reference of Hudson's and HSUS fact sheet)
  - Stray Dog tips
- City website LASWAB description update
- Increase our visibility with attendance at events like Spooky Pooch Parade and Welcome to Lakewood.

VIII. Lakewood Animal Shelter News and Updates – Jack Crawford

IX. Recap of Landlord Training Seminar (powerpoint) – Kara

- Item tabled to next meeting.

X. Public Discussion

- No members of the public present

XI. Meeting adjourned

**NEXT MEETING WILL BE WEDNESDAY, April 19, 2017**