

LEE COUNTY HUMANE SOCIETY OVERVIEW

The Lee County Humane Society (LCHS) is a 501(c)(3) non profit corporation whose mission is to advance humane treatment and responsible ownership of companion animals through community education, animal sheltering and adoption, and alleviation of animal suffering. Our vision is to be the leading advocate for companion animals in our community. We envision a future in which animals are valued, pet overpopulation is eliminated, and every adoptable companion animal has a loving and responsible home.

LCHS operates an open-admission facility in Auburn for companion animals, primarily dogs and cats. By contract, LCHS is generally required to accept animals delivered to the shelter by Animal Control and other governmental representatives from the cities of Auburn and Opelika. The shelter also cares for stray and unwanted animals from Auburn and Opelika brought to the shelter by the general public. Further, LCHS accepts owner-surrendered animals that meet the adoption criteria from areas outside the limits of Auburn and Opelika on a space-available basis. An intake fee is charged for animals taken in from outside the cities' boundaries to offset the cost of their care. The shelter currently cares for approximately 3,000 to 3,200 animals annually. Approximately 40 to 60 percent of the funding for the shelter is obtained from the cities of Auburn and Opelika through contractual payments to LCHS for services rendered pursuant to the above mentioned contracts. The remainder of the shelter funding is derived from private donations.

The LCHS is governed by a Board of Directors that has control of and is responsible for the management of the affairs and property of LCHS. The day-to-day management of the shelter and associated affairs is vested in an Executive Director (ED), who is selected by the Board. The Board is responsible for providing guidance and direction to the ED as to his/her duties.

Individual Board members are expected to attend all Board meetings which are normally held on the fourth Thursday in odd numbered months. The meeting duration varies, but it is generally one and one half to three hours.

Board members are also expected to join at least one committee and take on committee assignments. Each committee meets at least four times per year, and some committees meet more frequently. Duration of such meetings is approximately one to two hours. Time involved in performing committee assignments varies greatly. Set forth below is brief summary of the standing committees:

Outreach & Development Committee:

The purpose of Outreach & Development Committee shall be to advise and assist the staff person(s) designated to increase funding for the LCHS through events, communications, and goodwill as well as the development, implementation, monitoring, evaluation, and improvement of community outreach and humane education events, and activities.

Animal Health and Behavior Committee:

The purpose of the Animal Health and Behavior Committee shall be to assist and advise the staff person(s) designated to promote optimal mental and physical health of the animals housed at the LCHS Shelter.

Finance and Risk Management Committee:

The purpose of the Finance and Risk Management Committee shall be to assist and advise the Board and the Executive Director on all matters of finance, budget development, risk management, and liability.

***Governance Committee:**

The purpose of the Governance Committee shall be to help create board roles and responsibilities, monitor and maintain board composition, encourage board development, assess board effectiveness, promote board leadership, and adopt procedures for maintenance, custody, and retention of documents related to the LCHS.

***Executive Committee:**

The purpose of the Executive Committee shall be to serve as the liaison between the Executive Director of the LCHS and the Board; to facilitate and expedite Board actions; and to serve in an advisory and supervisory capacity to the Executive Director. It also serves in assisting in the development of shelter requirements as well as policies.

*Membership on the Governance and Executive Committees require election by a vote of the Board of Directors

Board members are also expected to financially contribute to the shelter and to participate in LCHS fund raising events and other activities.

Additionally, Board members should be prepared to:

1. Be generally informed about LCHS' mission, services, policies and programs.
2. Inform others about LCHS.
3. Review Board and Committee meeting agendas and supporting materials and provide comments/questions, as applicable, regarding same prior to the meeting.
4. Be proactive in helping to establish and meet Board objectives and responsibilities.
5. Follow applicable conflict of interest and confidentiality rules as may be applicable from time to time.