



# **MEETING NOTICE**

## **Animal Shelter Advisory Committee Regular Meeting**

May 31, 2013 3:30 pm  
Police and Courts Building – 100 West Main Street, Royse City, Texas

*The Animal Shelter Advisory Board reserves the right to realign order of agenda at any time prior to adjournment.*

*If during the course of the meeting covered by this notice, the Animal Shelter Advisory Board should determine that a closed or executive meeting or session of the Board or a consultation with the attorney for the City should be held or is required, then such closed or executive meeting or session or consultation with attorney as authorized by the Texas Open Meeting Act, Texas government Code §551.001 et seq. (the "Act"), will be held by the Board at the date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Animal Shelter Advisory Board may conveniently meet in such closed or executive meeting or session or consult with the attorney for the Board concerning any and all subjects and all purposes permitted by the Act, including, but not limited to the following sanctions and purposes:*

Texas Government Code Section

§551.071 – Private consultation with the attorney for the City of Royse City

§551.072 – Discussing purchase, exchange, lease or value of real property

§551.074 – Discussing personnel or to hear complaints against personnel

§551.073 – Discussing gifts and donations

§551.087 – Discussing economic development negotiations

The Animal Shelter Advisory Board requests that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Chambers to respond to a page or to conduct a phone conversation.

### **A. CALL TO ORDER**

Announce quorum is present.

### **B. INVOCATION AND PLEDGE OF ALLEGIANCE**

### **C. OATH OF OFFICE FOR ALL BOARD MEMBERS**

Dr. Rhonda Phillips  
Brent Richards, ACO  
Kellye Robertson  
Bryan Jackson  
Alan Potter  
Jaime Torrez  
Mary Johnson

### **D. APPOINT OFFICERS**

1. Consider and act concerning appointment of Chairman, and any matters related thereto.
2. Consider and act concerning appointment of Vice-Chairman, and any matters related thereto.
3. Consider and act concerning appointment of Secretary, and any matters related thereto.

**E. CITIZENS PARTICIPATION**

This Period is reserved for citizens to discuss items not listed on the listed Agenda, (persons may have three (3) minutes to address the council) however, by law, no action or discussion may be taken on these items.

**F. CONSENT AGENDA (used if items from Business is moved to consent)**

*All items under Consent Agenda Minutes are considered to be routine by the Animal Shelter Advisory Board and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

**G. BUSINESS**

1. Consider and act concerning responsibilities of the different members of the shelter, and any matters related thereto.
2. Consider and act concerning the spay/neuter procedure, and any matters related thereto.
3. Consider and act concerning part-time paid employee, and any matters related thereto.
4. Discussion concerning communication between clinic and volunteers, and any matters related thereto.
5. Consider and act concerning shelter vendor set-up, and any matters related thereto.
6. Consider and act concerning quarantine and rotation of animals, and any matters related thereto.
7. Consider and act concerning setting the date, time and place for the annual low-cost city wide vaccination clinic, and any matters related thereto.

**H. FUTURE AGENDA ITEMS**

1. Consider and/or action to determine and direct City Staff in scheduling topics for discussion at future Animal Shelter Advisory Board Meetings, and any matters related thereto.

**I. ADJOURN**

**CERTIFICATION**

I, the undersigned authority, do hereby certify that this Public Meeting Notice was posted on the outside bulletin board, at the front entrance of City Hall of the City of Royse City, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time:

**Posted May 28, 2013 at 3:30 pm and remained so posted at least 72 hours before said meeting was convened.**

Brenda Craft, City Secretary

**NOTICE OF ASSISTANCE AT PUBLIC MEETINGS**

**Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as Interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (972) 524-4825 or by FAX (972) 635-2434. BRAILLE IS NOT AVAILABLE.**

I certify that the attached notice and agenda of items to be considered by the Animal Shelter Advisory Board was removed by me from the outside bulletin board in the front of City Hall on the \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_ Title \_\_\_\_\_