



Town of Edgewood

Agenda

Animal Welfare Advisory Board Meeting
Thursday, December 11, 2025 at 2:00 PM
Town Hall Commission Chambers, 171A NM 344
Edgewood, NM 87015

All Animal Welfare Advisory Board Meetings are open to the public and are held monthly on the second Thursday at 2:00PM in the Town Commission Chambers pending unexpected cancellations, special meetings, and/or extraordinary circumstances.

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the Town Clerk at (505) 286-4518 or by email at clerk@edgewood-nm.gov at least five (5) days prior to the meeting or as soon as possible.

A. WELCOME AND CALL TO ORDER

1. Roll Call (by Town Clerk or designee)

B. APPROVAL OF AGENDA

C. APPROVAL OF MINUTES

1. Approve/Amend/Disapprove Minutes of November 13, 2025

D. REPORT FROM MANAGER

E. MATTERS FROM MEMBERS

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. Grants - current and potential
2. Budget Planning suggestions for FY27
3. Meeting frequency

H. FUTURE MEETINGS

1. January 8, 2026
2. February 12, 2026

I. ADJOURNMENT

Town of Edgewood
Animal Welfare Advisory Board Special Meeting Minutes
Thursday, November 13th, 2025 at 2:00pm

A. Welcome

Called to order by Sarah Crothers at 2:08pm.

Board Members Present: Sarah Crothers, Celia Cooke, Barbara Evans, Lauren Aston.

Staff Present: Christine Romero, TOE Animal Shelter Manager

B. Approval of Agenda

Barb motioned, Sarah seconded. All in favor. Motion carried.

C. Approval of Minutes from October 23, 2025 meeting

Barb motioned, Sarah seconded. All in favor. Motion carried.

D. Reports

1. Animal Shelter Manager Report

Numbers for October 2025:

67 total intakes: 38 dogs, 29 cats

Strays: dogs 14, cats 6

Surrenders: 6 dogs, 4 cats

Protective custody: 5 dogs, 0 cats

Transfer in from other organizations: 8 dogs (Tucumcari hoarding case), 18 cats (Grants shelter)

Bite quarantine: 2 dogs, 0 cats

Adoption return: 3 dogs, 1 cat

58 total outcomes (left the shelter): 32 dogs, 26 cats

Adoptions 18 dogs, 23 cats

Owner reclaims: 12 dogs, 2 cats

Transfer out to other organizations: 1 dog, 0 cats

Euthanasia: 1 dog (medical), 1 kitten (ill, died in care)

E. Unfinished Business

HB 113 (Department of Finance Authority grant): Recipients were announced to the media, but applicants haven't been contacted. TOE Animal Shelter was not in the first round of recipients. The Shelter may still be awarded money in subsequent rounds, though criteria is vague about how they're selecting grant recipients.

ASPCA: TOE Animal Shelter has applied. This funding would be geared toward a quarantine building (smaller scale than it would be if the Shelter is awarded the HB 113 grant). Recipient announcement is expected by the end of December.

Rachel Ray/BF Animal Sanctuary: This grant would be used to increase the medical allowance per animal, increase the Shelter's ability to help with transfers from smaller

rural shelters/rescues who cannot handle their population. Recipients expected to be announced by end of December.

Bissell Foundation/Empty the shelters: TOE Animal Shelter will apply to that next month (November). If received, this grant would give money back to the shelter for every adoption completed from December 1st through 15th (\$20/dog and \$10/cat). Adoption fees cannot be more than \$70, so adoption fees would be adjusted during that time frame.

Purina ProPlan Feeding Partners to Shelters: This program allows shelters to purchase ProPlan directly from the manufacturer for 50% off MSRP and includes free Fortiflora with each order. The Shelter currently purchases Purina Dog Chow, Puppy Chow, etc, at retail prices. At first glance, purchasing ProPlan at 50% off MSRP does not appear to be a less expensive option than buying the less expensive foods at retail, though the included FortiFlora would be helpful. Sarah will look into other options to obtain FortiFlora or a comparable product at cost to ensure it is available to shelter pets when needed without being a large added expense.

F. New Business

1. NM Dog Free Straw Program

TOE Animal Shelter is participating. Any pet owner can come to the shelter between 10a-3p, Monday-Friday to get straw for their pets, through March-ish.

2. Meeting location conflicts

There has been some difficulty in scheduling our Thursday afternoon meetings in the Commission chambers. Lauren also has a new scheduling conflict on Thursdays. The Board all agreed to switch to Wednesday meetings going forward, still at 2pm.

3. Community Pet Food Drive

Donation collection boxes are currently set out at Tractor Supply, Country Critters, TOE Town Hall, and the TOE Animal Shelter. One more box at the shelter; Lauren will take it to County Line Feed to ask if they can put it out. Currently only cat items have been donated. Distribution day will be December 3rd, at the shelter, available to Edgewood residents. Friday or Saturday after Thanksgiving, volunteers are welcome to come to the shelter to divvy up large feed bags into smaller Ziploc bags to allow us to provide food to more pet owners, with the goal being to provide ~3 weeks of food for each pet. Sarah will do some research to figure out how much food should be provided based on approximate pet weight, and we will use that guideline when distributing food. Volunteers may also be needed on December 3rd to help distribute at the Shelter.

4. Discussion of a "Doggie Dash N Dawdle" type of event in cooperation with existing TOE Parks & Rec 5ks. Parks & Rec staff are open to the idea. A spring event would likely be best for the dogs' welfare to avoid extreme weather. The Board will brainstorm ideas for event name, prizes, participation gifts for dogs/parents, etc.

5. Suggestion from Sarah for our next meeting: create goals for next year.

These could include events for fundraising, public awareness, community service (such as vaccine clinics), etc.; raising of the Shelter's budget to allow for more medical expenses for each animal as well as salary (additional Shelter staff is

needed), as well as ideas to raise money for additional facilities if we are not awarded the pending grants.

6. Informative meeting for the general public

The Shelter manager will work on setting a date (likely in February) for a general informative meeting open to the public, at which the goal will be to generate more public interest in volunteer programs and the Shelter in general.

7. Lauren asked about the Board members getting a tour of the Shelter so that we can see things first hand and have a better knowledge of the facility while we discuss Board matters, be better able to make recommendations, etc. Date for AWAB to get a walk-through tour of the Shelter: afternoon of December 3rd

G. Future Meetings

1. December 10th, 2025 (2pm)
2. January 7th, 2026 (2pm)

H. Adjournment

Sarah motioned to adjourn, Celia seconded. All approved, motion carried. Adjourned at 3:22pm.

Minutes submitted by Lauren Aston