



# Animal Shelter Advisory Board

## **Minutes**

### **Regular Meeting**

**August 13, 2025 – 6:00 pm**

**Wylie Municipal Complex – Council Chambers**

**300 Country Club Road, Bldg. 100**

**Wylie, TX 75098**

### **CALL TO ORDER**

*Announce the presence of a Quorum.*

Amber Porter called to order the Animal Shelter Advisory Board meeting at 6:04 p.m. Board members present Todd Pickens, Amber Porter, Shelia Patton, Tracy Vu, Michael Schwerin, and Priscilla Muhoho. Susan Cranford was absent. Quorum is present.

### **INVOCATION**

The invocation was given by Todd Pickens.

### **CITIZENS COMMENTS ON NON-AGENDA ITEMS**

*Residents may address Council regarding an item that is not listed on the Agenda. Residents must fill out a non-agenda form prior to the meeting in order to speak. Council requests that comments be limited to three (3) minutes. In addition, Council is not allowed to converse, deliberate, or take action on any matter presented during citizen participation.*

### **REGULAR AGENDA**

1. **Consider and act upon an Animal Shelter Advisory Board Chair appointment for a term ending June 2026.**

#### **Board Action**

A motion was made by Shelia Patton to accept Amber Porter as the Animal Shelter Advisory Board Chair for a term ending June 2026. Todd Pickens seconded to accept Amber Porter as the Animal Shelter Advisory Board Chair for a term ending June 2026. A vote was taken, and the motion passed unanimously.

2. **Consider and act upon an Animal Shelter Advisory Board Vice Chair appointment for a term ending June 2026.**

#### **Board Action**

A motion was made by Todd Pickens to accept Michael Schwerin as the Animal Shelter Advisory Board Vice Chair for a term ending June 2026. Tracy Vu seconded to accept Michael Schwerin as the Animal Shelter Advisory Board Vice Chair for a term ending June 2026. A vote was taken, and the motion passed unanimously.

**3. Consider and act upon the Animal Shelter Advisory Board minutes of May 14, 2025.**

**Board Action**

A motion was made by Todd Pickens to accept the Animal Shelter Advisory Board minutes of May 14, 2025, as presented. Michael Schwerin seconded to accept the Animal Shelter Advisory Board minutes of May 14, 2025, as presented. A vote was taken, and the motion passed unanimously.

**4. Consider and place on file the 2025 second-quarter statistical information for shelter operations.**

**Board Action**

A motion was made by Todd Pickens to accept the second-quarter statistical information for shelter operations. Tracy Vu seconded to accept the second-quarter statistical information for shelter operations. A vote was taken, and the motion passed unanimously.

**WORK SESSION**

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**WS1. Discuss future board meeting dates for 2025 and 2026.**

**ADJOURNMENT**

Motion was made by Michael Schwerin and seconded by Tracy Vu to adjourn the meeting. With no further business before the board, the board's consensus was to adjourn at 6:36 p.m.

  
ASAB Chair

**ATTEST:**

  
Shelia Patton, ASAB member  
Chris Marren