

IOWA COUNTY HUMANE SOCIETY
Monday, November 4, 2024 at 5:30PM
SHELTER MEETING ROOM

Attendance: Deb Morgan, Tracie Johnson, Lisa Schnedler, Char Paglini, Cammi Riley, Dawn Venden, Lisa Cvengros.

Not in Attendance: Denny Marklein

Staff: Shanna Gundlach, Hannah Guenther

- 1. Call To Order:** 5:36 called to order by President, Deb
- 2. Approval of October 7 Minutes as Written:** Lisa S Approved, Char 2nd
- 3. Shelter Reports**

Happenings “at” the shelter, Shanna

WHFS Conference was attended by Shanna and Hannah. Conference was valuable and ICHS was highlighted as resource for new members. Learned about Petszel program as a post adoption resource. Adopters can opt into web-based program for free and it will send age and breed appropriate information to new pet owners, it also tracks medical records and other pertinent information.

Crush Course: Shanna is taking the experience as a pilot opportunity and providing good feedback and input. Looking for a syllabus, information is vast and not applicable to all parts of our organization. Board members are also exploring the courses at their own pace.

ASPCA/ UW – contracts meeting in October was not a big resource for ICHS as there was some concern that our fee processes are not aligned. Cost of animal care is not use based for our municipality, currently pay when program is utilized only. Need to look at our current fee process. Input from Lisa S Do we base contracts on average cost for shelter or based on their community size? Another way to reduce cost to municipality is to partner with community led fundraising and credit their fund goals for cost recovery. Also need to be sure we educate as much as possible around community-based SNR cats program as many municipalities are not opting to go with ICHS for cat community related issues.

Bloomerang– One data conversion meeting completed. Went very well. Shanna is excited about the user experience so far. Can set up data flags for faster correspondence. We do not have clear count of constituents yet but we will have that at some point. Has some volunteer functions that team needs to further explore. Two more data check meetings on schedule in November.

Municipality contracts and Iowa County MOU update – Contracts have been sent out and we have made some contract adjustments. They are only contributing what is required of them and not above and beyond. Exciting new opportunity with Wood Violet-Recovery- volunteer residents in program, foster program or foster to adopt. Working cat program at the center?

Community Education needed for TNR and SNR programs

4. Happenings “in” the shelter, Hannah Guenther – Animals Stats and Services

Nickle November this Month - \$0.05 adoption fee, already had good participation this past weekend 😊

Stats:

27 Cats Incoming, 22 Outgoing, 21 Adopted, 1 cat died/ no negligence. 22 cats at the shelter vs. 20 fosters

6 Dogs Incoming, 7 Outgoing, 5 at the shelter vs. 1 foster heartworm patient

Trap, Neuter, Return (TNR) 1 Dog LC Spay/Neuter, 5 cats LC Spay/Neuter and 2 cats TNR

No microchip for this month

Length of stay, as expected, longer as we have a lot of kittens

5. Treasurer's Report – Tracie for Lisa C

Profit & Loss: Preliminary Unreconciled Revenue and Expense for October 2024 without bequests:

Revenue around \$285K or 73% of budget. Fundraising around \$134K or 44% of the annual budget of \$303K. Recent highlights include Grants \$6,000 (ASPCA for \$4,000 for Fundraising Tools/Training, and \$2,000 in Conference grants). Shelter Income continues to be strong due to the Protective Custody income (\$27K not in budget), adoptions, surrender fees and Low Cost Spay/Neuter income. Interest on CDs is a definite help this year, YTD \$37K, above the budget expectation of \$15K.

Expenses around \$302K or 75% of budget, up around \$40K over last year at this time. We still have a building repair credit (\$2.8K) from the insurance claim check. In October, we paid Let's Build Hope \$2,500 (ASPCA grant funded) for Fundraising training, our quarterly Building/Vehicle insurance \$2,040, quarterly Employee/D&O insurance \$195, added Workers Comp Premium (per audit), \$244, Washing Machine repair \$439, more Microchips \$690 and \$180 on a new battery for the Paw Patrol. Kennel-Cat costs in Oct includes \$1,030 in TNR vet expense, still within budget. Kennel-Dog costs at 99% of budget. Payroll is up \$27K compared to 2023, but only 71% of budget due to delays in some positions being hired and less kennel hours due to the reduction in cats' length of stay and the use of a foster for the puppies.

Net Ordinary Income would be a loss of \$16K, but with the bequest, we have positive net ordinary income.

Balance Sheet is strong, restricted funds up to \$32K due to the grants for dog guillotine and training and funds raised on FB for medical needs. Mortgage paid off in October, principal that was left was \$304,109.

CD Investments– Tracie/Lisa C

New CDs at Heartland and Summit Credit Unions \$250,000 each at 4% APY.

CD coming due at Mound City on 11/5 (\$208K), need direction/motion on – rates went down on 11/1 at Mound City to 7 months 3.91% APY (need a checking account with \$25 in it and/or possibly \$5K in new money for a rollover) latest rates here: <https://www.moundcitybank.com/Deposit-Rates#Savings> or People's Community Bank in October had a 13 Month 4.05% APY but may change by Nov 5th latest rates here: **\$208 Motion Lisa S to invest at People's community Bank Dawn 2nd - Tracie will enquire on rate and board has approved making the investment if rate is still acceptable.** <https://www.thepcb.bank/personal/certificates-of-deposit>. We also have Farmers a Gold Money Market account with a rate of 3.45% (will change in time), if we want dollars more accessible.

6. Fundraising Committee – Shanna

Mailing(s) for 2024 –

Shanna ready to publish mailer in next two weeks.

Giving Tues and Giving Trees will be utilized again this year. Shanna to provide Dawn needs list and Dawn will make more ornaments. Will not place Science Diet Needs on ornaments for Best Friends tree.

Plan for 2024/2025 – Slumber Pawty, Spring and Fall Mailers, Giving Tues, Valentine Wall of Love, Raffle
Paying off the mortgage reimbursement

Took a risk and paid off our mortgage in October, we can focus campaign on replenishing this to enter 2025 with more to invest in animal care.

Early pay off provided \$14k savings that we can invest in the animals year one and additional interest savings for 2026 of \$13k.

7. Buildings & Grounds – Shanna

Existing Building Needs –

Findorff suggested minor repairs that will help seal any openings, an area of concern was double checked and no issue was found. Discussion and alignment on researching additional agencies to test air quality/mold assessment. Dawn {IH4U Industrial Hygienist} and Lisa S {Environmental Initiatives} Deb/Shanna {Proserv}.

8. Finance Committee- Lisa S

2025 Projected Income

Donations are projected to increase by almost \$40,000 with the bulk of that increase in general donations, the holiday card, and a spring mailing. The bulk of the increase is doing 2 mailings in 2025 vs 1 in 2024.

Fundraising is anticipated to increase by \$8,374. Main variance is expecting to raise \$10K in the new "Slumber Party" event in April 2025 includes assuming we will not be doing the Lands' End Food Booth.

The General Shelter income is projected to be lower by nearly \$29,000 - the main reason for this decline is the protective custody income in FY24 of over \$27,000.

Investment income is projected to be up by about \$31,000

Based on all these items, we are projecting a gain in income of \$422,845 - which is up over FY24 by \$46,349

2025 Projected Expenses

Building expenses are projected to be down by \$3,810. This is primarily due to our paying off the building in FY24, resulting in saved interest of \$11,672. (If we did not pay off the mortgage in Oct, we would have paid \$14,085.21 in interest in 2024 and \$13,459.90 in 2025. We did show increase in utility, insurance costs and \$5K in repair/maintenance costs)

General Expenses are flat.

Cat expenses are projected to be up over \$6,000—primarily due to anticipated increases in vet fees of just over \$4,000. Dog expenses are expected to be lower due to a decrease in vet expenses that are anticipated (The hope is we do not have a lot of puppies to deal with nor minipins that came from a humane officer call, so fewer dogs)

Outreach expenses are anticipated due to a \$6,000 expenditure in Trap, Neuter and Release.

6. In this budget, payroll expenses are held flat, awaiting recommendations from the Personnel Committee. (Yes, Shanna request was an increase of \$57,712 which includes a full time Development person for nearly \$40K/yr)

There are no capital expenses reflected in this budget at this time.

Pre payroll increases and capital purchases, we reflect a net income of \$41,410. (NOI: \$41,922 an increase over 2024 projected of \$41,410)

Lisa S nominated to approve budget pending any change in capital personnel, Lisa C 2nd.

9. Personnel Committee – Shanna

Job Description discussion for Development Coordinator, Shanna has shared the job description. Please send her feedback directly. Shanna plans to post open position mid-November with a target start date of January. Will be full time salaried – in office/hybrid position Board to review job description and will finalize salary in December.

10. Nomination Committee – ALL

Open discussion on plan for recruiting for 2025 anticipated turnover in Board as we will have three openings in March of 2025. Lisa S, Lisa C and the current open position. Only requirements for board applicants is active donor status and that they are over 18 years of age. We should be strategic in where we may have future needs in expertise, capital fundraising, well connected and active board members will need to be nominated 60 days in advance of our annual meeting which means we need them in January.

11. Public Comment - None

12. Next meeting- December 2nd – Finalize budget recommendation, year end bonus

13. Adjournment: Cammi motioned at 7:17, Lisa S 2nd

¹ Minutes respectfully submitted by Dawn Venden