

Iowa County Humane Society
Board Meeting
January 12, 2015

Board members present: Marcia Thompson, Sharon Shea, Lisa Cvengros and Pam Richardson. Absent: Jan Tabor

Staff present: Lisa Thomas, Bonnie Zimmerman and Danielle Rufenacht

Public present: Arnette Small, Terri Davis, Marla Lind and John Mutschler

The meeting was called to order at 6:30 PM.

The November minutes were submitted and approved.

The **Treasurers report** was submitted and approved and will be available on the website. Treasurer Lisa C. reports that since the last report, donor support has been remarkable. She notes that in the last 2 months we have taken in just over \$100,000 in income while expenses have stayed at normal levels. ICHS is very grateful for everyone's generosity and support.

The **Directors report** was given and accepted. Director Lisa T. notes that the fund raisers have gone very well and that the bake sale on 12/6/14 was not only profitable but resulted in one of our dogs (Brownie) being adopted.

The advertising at Midway Lanes, generously donated by Arnette Small, will be changed as needed to promote current needs or events. Currently, it is advertising the popcorn sale.

Lisa T. would like to encourage everyone to meet and welcome the newest member of our office staff, Katie Kivikoski.

The municipal contract reminders have been sent out and about half of the contracts have been returned. There will be a change in the municipal billing process so that municipalities will be billed on a monthly basis.

Lisa T. is in the process of developing a- new ICHS brochure to replace and update the current brochure.

Lisa T. will begin recruitment of transport volunteers as well as recruitment of volunteers for the fundraising committee.

It is hoped that monthly staff meetings will be able to be held in 2015 to facilitate communication and cohesiveness among ICHS staff members. Lisa T. is working to find a day and time that will work for the majority of staff.

The Humane Officer contract is undergoing a final review by the Iowa County Board.

Lisa T. will be ordering more donation boxes and will be actively soliciting new businesses willing to display the boxes as well as volunteers to monitor them and collect the donations.

There is a possibility of developing an MOU with MATC to provide some medical procedures for ICHS animals. MATC students/staff could do dental procedures as well as certain other medical procedures. Lisa T. and Bonnie will continue to look into this.

Upcoming fundraising events include the Quaker Steak and Lube event on 1/19/2015. Lisa T. will check with that business to find out what vouchers will be needed and Terri Davis has volunteered to staff the ICHS information table at the event. In addition to the Quaker Steak and Lube event there will be a Scottish Doubles Tournament on 1/31/2015.

There will be a meeting of the Fundraising Committee on 1/20/2015.

The **Kennel Managers report** was given and accepted. Bonnie has been in contact with Mounds and while we are not able to get on their "free food" program we are able to get the Mounds brands of dog and cat food at a good discount. This will enable us to cut our dog and cat food expenses and should provide significant savings.

Dogs who are surrendered can be evaluated within 2 days of coming to the shelter. Their readiness for evaluation will be determined by the Kennel Manager.

There was some discussion about raising our basic adoption fees so that ICHS would be more in line with other area shelters and rescues.

A motion was then made to raise the minimum adult dog adoption fee to \$175 and to raise the minimum fee for puppies under 6 months of age, to \$250. The motion was seconded and passed. The new fees will be posted on the website immediately. As is currently the case, it is understood that these fees can be waived/changed on an individual, case by case basis at the discretion of the Director and Kennel Manager.

New volunteer, John Mutschler was welcomed.

The **Office Coordinator report** was given and accepted.

AWE Committee: Temperament/behavior evaluations for cats will be starting soon. This will help to better enable the correct placement of cats and kittens in their forever homes.

There are plans for more murals to be painted on the walls and these will be started in the near future.

There is no AWE meeting currently scheduled but dates are being discussed for the group to meet soon.

Buildings and Grounds Committee: The relocation of the furnaces and ductwork should be completed by the end of January.

Personnel Committee: It has been decided to change the dates of the Personnel Committee meetings to the 4th Wednesday of each month at 2:30pm so that any issues can be presented at the Board meetings in a more timely fashion.

The **2015 budget** was discussed.

A motion was made to accept the proposed 2015 budget with the provision that any discretionary expenditure over \$250 will need board approval. The motion was seconded and passed.

A motion was made to approve \$200 for printing of new brochures with the choice of a printer yet to be determined. The motion was seconded and passed.

A motion was made to set the mileage allowance to fourteen cents per mile. This motion was seconded and passed.

The anonymous donor who loaned ICHS \$15,000 to pay the 2013 property taxes now wishes to have the amount of \$10,000 forgiven and written off as a gift to ICHS. A motion was made to accept this generous offer by the anonymous donor and accept the write off/gift of \$10,000.00 thus reducing the balance owed to \$5000.00. The motion was seconded and passed.

Dr. Marla Lind brought up some changes that are being proposed to the Animal Adoptability Guidelines. These changes include:

Financial Guidelines – change the amount that can be spent on one animal to \$250/incident and \$250/year

Behavior Matrix – add kennel stress, consider expansion of cat behavior evaluation/treatment

Medical Matrix – add seizures

Euthanasia Policies – consider if a veterinarian recommendation should be required for an emergency euthanasia

Animal Welfare and Animal Advocate Review – eliminate sanctuary criterion, improve the review process

In addition there are other proposed modifications and most will need to go before the membership for approval at the annual meeting in March. The Board will meet on 1/19/15 to review these proposals.

Dr. Lind also noted that she was finding duplicates of some documents on the website and in some cases was not sure which were most current. Lisa T will go through all of the documents to make sure everything is current.

Bylaw changes for presentation at the Annual Meeting were discussed. The discussion included the possibility of having the nominating committee start earlier to cultivate possible candidates for the board and to do more outreach to viable candidates.

Sharon Shea reminded everyone that membership dues must be paid by 1/31/15 in order to vote at the Annual Meeting. Lisa T will put a reminder on the Facebook page.

The Annual Meeting will be held March 9th at Stonefield at 7 PM. Four people have been nominated for the Board of Directors. They are: John Mutschler, Mike Van Sicklen, Rene Christensen and Drew Walter. Nominations to the Board can be made until 1/15/15.

The next regular monthly board meeting will be held on 2/9/2015 at the shelter.

The meeting was adjourned at 9:50 PM.

Submitted by Pam Richardson