

ICHS Board Meeting Minutes 7/12/2022

Call to Order - Donna called the meeting to order at 6:33 p.m.

Present: Donna Griffin , Lisa Schnedler, Tony Schlafli, Lisa Cvengros, Janice Olsen, and Louanna Schulte.

Absent:

Staff: Joselyn Van Ruyven, Jordan Phillips and Cara Thorison

Guest: Char Paglini

Approval of Previous Meeting Minutes

from June 11, 2022 - Louanna moved, Tony seconded - unanimously approved

Executive Director report

Kennel report

Stats

Cats: 11 strays, 8 surrenders - total 19 cats incoming; 17 cats adopted, 1 kitten passed away, 18 cats outgoing, 48 cats at shelter, 14 cats in foster, start with 61 cats/ ended with 62.

Dogs: 12 strays - total 12 dogs incoming, 9 adopted, 2 redeemed, one euthanized = 12 dogs outgoing; 7 at shelter one in foster care. Started with 8 end with 8.

Total: 55 animals at shelter - 15 in foster.

Seeing a lot more dogs incoming. In July, transferred in six.

Staffing status

One new kennel cleaner.

Spay Neuter Transport

Not as many as we had expected and some no shows.

Booking is done through Wisconsin Community Vet Center—not through us

Lisa C asked if we are going to do this again.

Joselyn said that we might as Fridays might not be the best day—looking at other dates

Donna noted that Joselyn gave notice that she will be leaving us on August 16th.

Board wished her all the best and let her know she will be missed.

Treasurer report

Lisa C. Reported net income \$372,063 with bequest - without = loss \$49,437

Revenue without the bequest = 33% of budget.

May and June revenue up with kennel sponsorships \$22,355; one large donation in memory of Wayne Hoffman. Running bucks event brought in \$600. Adoption fees over \$4,000. Nine dog adoptions.

Expense \$158,000 yet, 42% of original budget. Higher gas and electric bills. Had several building expenses (new furnace, water heater). We are at 50% of cat kennel expenses.

Dog expenses up 132% from last year because of volumes, 79% of budget. Payroll up.

Reserves are holding.

Investment Policy Development Committee

Committee met (before ED resignation). Want to invest in Human Resources. (See new org. Chart)

Recommending the establishment of a new Foundation Board and a new Auxiliary Board.

Also, recommended new 0.5 FTE fund raiser and 0.5 Volunteer Coordinator

The committee feels this is necessary to build the finances and to build the volunteer base.

The staff roles would have bonuses associated with them - for money raised and for volunteers who stay.

Work with staff to find most urgent need for volunteers. Two new staff would be in the call rotation.

Investment Policy updated - emphasis is that this is to provide guidance to this and future boards. And, not dictate how money should be invested.

Recommend that we issue an RFP to investment firms. Will look to invest \$100,000 with board approval. Reviewed financial metrics we will monitor. We are open to others.

We do not recommend paying off the mortgage with our cash—but would recommend having a future “Pay off the Mortgage” fund drive with a math from the bequest.

Who should we contact for good financial metrics to benchmark against?

Joselyn recommended the Watertown shelter. She also would recommend Sauk. Janice suggested the Driftless Shelter.

Lisa will get sample RFP for going to bid for investment

Garage Sale

Char said that the garage is going well - backdrops and shelving is up. So far it looks good.

Signage - Advantage Printing best so far - \$145 for both signs

Char will get mock ups for next meeting.

Lisa C noted that ICHS has paid bills from them before, so this should not be a problem.

Water does stream in—you can see daylight under wall.

A fan would be desirable.

Building & Grounds

Louanna provided an email update.

New front concrete at the entrance will need to consider drainage.

Discussion of doors.

Fundraising

Tony noted that he took Winston to the event and he did really well. We might get applications for him. \$74 in cash donations—we don't know ticket sales yet - likely \$50.

Joselyn said that we are still getting Kennel sponsorships. She will order plaques when applications slow down.

Lands End Sale - request for volunteers going out this week. Need baked goods. Our date to staff is July 27th.

Clear the shelter is on the books. To ensure the success, we need to have more staff.

Packer grant - Maximum = \$4,000 - it has been submitted to fund the front play yard.

Public Comment

None

Next meeting: August 8, 2022 6:30 pm at the shelter

Motion to adjourn into closed session made by Louanna - seconded by Lisa C.

Closed session

Re-entered open session in 8:45 p.m. Motion by Tony seconded by Louanna to adjourn. Motion carried.

Respectfully Submitted Lisa Schnedler, Secretary