

October ICHS Board Meeting  
October 22, 2019

Board members present: Cyd, Lisa, Louanna, Judy, Donna, Sandie  
Staff: Cara, Sam  
Guests: Mary Beth

Cyd called the meeting to order at 7:03 p.m.

Approval of Minutes  
The Minutes have not been distributed, so this was tabled.

Committee Reports:

Building and Grounds:

Louanna updated the board on the status of the roof project.

She noted that the options we have are:

Replacement of roof by Midwest  
Added Membrane Roof - Midwest (Increased expense by \$7,000 (est.)

A donor asked if we would get a bid from an Amish roof installer. She sent information to him but has not heard back.

She received another bid from another professional roofer that was significantly higher.

Lisa asked if we could get through until Spring 2020 and Louanna thought we could. She said that she didn't feel we should proceed until we knew we had the money to proceed.

Judy reported that we have just over \$34,000 in hand for this

Sandi noted that this is where we need a fund raiser to assist us in bringing in larger matching gifts.

Louanna said that she would like to at 5% to the quote of our choosing so that we have some wiggle room as unknown expenses creep in.

Lisa made the motion and Judy seconded to ask Midwest to hold the price in exchange for our not shopping the project beyond them, giving us the next 5-6 months to raise the extra money.  
Unanimously passed.

Cyd asked if any work had occurred toward getting the play areas fixed sometime before spring. Louanna said that John at times has done some of these repairs. She volunteered to ask John what the cost of materials would be to make the repairs. Cyd said perhaps he would have sunny days yet this fall to work on the play areas.

Cara asked if we had a bill yet for the electrical work. We do not. Louanna suggested that we wait another month to see what comes through.

## Fundraising Committee

Sandie thanked everyone for submitted ideas —and recognized Donna for her hard work. She said that we are taking each idea one at a time.

Donna said that we have eight people signed up for Cat Yoga with the ability to go up to 30 people.

Paint Night - the company will come to us and we can provide the venue or you can go to another venue. Cyd asked what the theme is Donna said we could get them to do a pet theme. They schedule eight weeks out. We got \$15 per portrait. They charge \$45.

Membership - Donna distributed the revised proposed membership terms. Sandie said that the board needs to do a bit of work on this - e.g. deciding the vendor for the window clings, finding the businesses for 10% off, etc. Cyd noted that the in the previous meeting it was suggested that a Pet to Pet donation could be a special level for \$10. Judy moved to approve the first draft vision and to pursue it. Louanna seconded the motion. Passed unanimously.

## Special Needs Giving Opportunity

Joselyn asked if we get an excessive amount of donations in one category, what do we do? Sandie noted that that was a good point, and we should add “or highest need” at the end of the donation category.

Donna noted that she is approaching Lands End, concerning special giving.

Donna mentioned that a long time ago, we were nominated by someone through Cat’s Pride Cat Litter as a noteworthy shelter. Donna activated our page and will let us know how we can increase our presence through them. (Like Amazon wish list).

Sandi noted that Brenda had planned on coming to the meeting tonight to discuss how she might help us in the future through linking into her Facebook page/ website etc. (Spring Green pups) Sandi also noted that she reached out to the schools to start “Pennies for Paws” and that Michelle Bertram had offered to do a Pilates class as a fundraiser. Sandi suggested that we not offer this too closely to the yoga class so that we don’t dilute the yoga class.

Sandi distributed a “Pub Crawl Draft” idea. Lisa moved Judy seconded to move this forward. Unanimously approved. Lisa suggested that we ask the bar owners to give a \$25 gift card though a drawing the night of the event.

Sandi suggested that we do an Appreciation Night for volunteers and staff at a restaurant, asking the board to donate the money not covered through the restaurant’s donation. Joselyn moved that we move this forward and for the committee to come back with an amount per board member to ensure that we can cover the event. Judy seconded it. Unanimous approval.

Cyd asked about the Holiday Mailing. Cara said that the printing has been done through Advantage Printers. Mailing should go out around Thanksgiving.

## Treasurer Financial Report:

Judy reported that we are holding our own right now. We received approximately \$34,000 for the roof. Overall, donations are higher. Discussion ensued over the dog food/ cat food donation. Cara will discuss the appropriate way to manage this in terms of how we book it; she will discuss this with our CPA. Cara noted we had here payrolls this month.

Cara noted that the Collins and Hying bill has not come in yet.

Judy said that she does not have an update on the loan. She will meet with Farmers Savings to get their best interest rate. Question of what our credit rating is. Joselyn and Cara noted that Heartland Credit Union gave her a fair rate. Judy will gather information and come back with information.

Lancaster Vet donated 8 neuters. Discussion if Grant County Humane Society is merging with another entity. Sandie moved to send a thank you, Donna seconded. Unanimously passed.

Joselyn noted that we did interviews tonight for kennel and office assistant positions. Three weeks ago, we held interviews for the Executive Director and Kennel Manager positions. Molly Meissen was hired as our kennel manager and will begin her work with us at the end of this month. Joselyn noted that we would hire an Executive Director who has fund raising, policy development, etc. skills. She noted that we continue to get applicants. Judy noted that we interviewed five applicants tonight and selected one applicant tonight. This individual would be able to work in the kennel in the morning and then switch to the office in the afternoon. Judy will send requests to those applicants that came to us through Facebook to ask them to complete applications online.

## Statistical Report

Sam noted that we adopted 17 cats—but PetPoint only shows 11 cats adopted out. She is

Thirteen cats are in foster. We currently have 76 animals in house. We had one stray come in and one go out. Two dogs were adopted, two dogs were redeemed. Total animals for the month = 81. We have four dogs in house.

Cooper is being assessed by a trained professional for two to three days.

## Reduced cat price for November

Sandie moved that we do a Let's Make a Deal through which people make an offer for a cat and the oldest cat is free. Lisa seconded and asked that we amend the motion to not offer that the oldest cat for free. The suggestion was made for the cat who is here the longest be dropped to nine dollars. Motion carried with this revision. This is for the month of November. Joselyn noted that we should have a special each month.

Donna will check to see how much it will cost to expand our ad in the newspaper to also feature a cat.

## Contracts with Communities

Cyd suggested no changes and we will get them out to the communities. Joselyn will work with Cara on getting the contracts out.

Cyd noted that we need a committee of two to review and update the adoption committee policy and adoption terms. Lisa suggested that Molly and Sharon be part of this. Cyd volunteered to join this committee.

Cyd noted that the Euthanasia policy needs to be updated. Lisa recommended that Donna, Pam or and someone from Dodgeville Vet be part of this effort. Mary Beth note that there is an error in the current policy - the minutes of the annual meeting conflict with policy - the animal care plan must accompany the vote to overturn the committee's decision. Joselyn made a motion to create a ad hoc committee to review the euthanasia process as a whole. Lisa seconded the motion. Mary Beth suggested we poll those with institutional memory on how the current policy was developed. Unanimous vote. Donna agreed to contact Pam and Dodgeville Vet. Mary Beth agreed to serve on the committee as she can. Donna suggested that Molly also be involved on the committee.

Joselyn asked if this issue comes up before now and when the new procedure is done, what should be done? Cyd asked the board if all members were okay with her appointing a committee in the interim — all members agreed.

#### Public Comment

Mary Beth noted that if you get good information on the breed of the dog, you can better understand some of the behaviors of the dog.

She asked what is the criteria for animal surrender?

This is something else the board might want to review.

Cyd noted that we now do courtesy posts. Mary Beth suggested that this could be set up to be a link off of our website.

Discussion centered on the "Mod Squad" - this might help with the evaluation of some of the stressed animals.

Mary Beth discussed evaluations. She thanked the board for what we do. She noted that it is important for our minutes to be posted.

Bobbie Sue - Mary Beth noted that the evaluation mentioned that she gave a "hard stare". She didn't see the rational for the board's decision to go against the recommendation. Cyd noted that observations were made on an ongoing basis following this assessment. Mary Beth noted that a statement be made by the board in minutes. She also said that it is critical that if a prospective adopter know the facts about an animal (e.g. that the dog might not tolerate cats).

Lisa suggested that we let prospective adopters see both the evaluation and the subsequent staff observations/ notes.

Cara suggested that our job descriptions include who does the stray contracts.

Meeting adjourned at 10:20 p.m.