

Iowa County Humane Society
Board Meeting
October 12, 2015

Board members present: Marcia Thompson, Lisa Cvengros, Pam Richardson and John Mutschler. Absent: Michael Van Sicklen
Staff present: Bonnie Zimmerman and Jen Siegel
Absent: Binga Manwiller
Public present: Terri Davis and Arnette Small
The meeting was called to order at 6:29 PM.

The September minutes were submitted and approved.

The **Treasurers report** was submitted and approved and will be available on the website.

There was a net income loss of \$7,357 at the end of September this compares to a loss of only \$4,790 at this time last year. This is typically the worst time of the year for ICHS with expenses high because of kitten season and donations slowing down.

There is approximately \$35,000 in the bank of which \$22,500 is in restricted funds.

The Municipality Contract income is up due to the City of Dodgeville contract and the change to monthly billing.

Fundraising from events is down due to less events but Memorial giving remains strong. The "Stay at Home" mailing in September brought in \$8,685. Lisa will be investigating timing and frequency of future "Stay at Home" mailings to try to determine effectiveness and to optimize donations.

While expenses are up about 1% we did not have to pay property tax in 2015 which saved us \$16,134 compared to 2014.

To date we have spent \$1,575 for Humane Officer Training but this should be reimbursed by the Iowa County Sheriff's Department.

Payroll expenses are up due to increased hours in the kennel and accounting area due to kitten season and pay raises. This is offset somewhat by the \$5000 savings during the 2 months we were without an Outreach/Fundraising Manager.

The **Outreach/Fundraising Manager's** report was submitted and approved. Jen reported that the Cat Adoption Special will run through October because many of the kittens were not available in September due to respiratory illness.

The Wisconsin Humane Society has offered to take some of our cats. Discussion followed and it was decided that Jen should follow up with them to make arrangements.

Jen Siegel, Arnette Small and Sharon Shea have successfully completed the Humane Officer Training and will be certified. Mike, Marcia and Jen will meet on Tuesday with the Sheriff to discuss how to proceed.

The Municipality Contracts are ready to be sent out and will be mailed.

Paintnite raised a total of \$1,231 with 63 tickets sold. Another similar fundraiser is planned for December 3rd. Called "Paint Your Pet" night, this has proven to be a very popular fundraiser for the Dane County Humane Society and Jen reports that people are already signing up for our event.

The Bucky Book fundraiser will continue through November.

Jen will be meeting with Lyndsey to begin planning for the 2016 Furry 5K and with Russ Larson to discuss the possibility of a Quadrupedal next spring.

The Spay/Neuter program currently has 16 approved applicants with a total of 27 animals. The program will conclude on November 1st.

Jen will be speaking at Platteville's Pre-Vet Club meeting next week to discuss volunteer and fundraising opportunities with the members.

Jen continues to work on getting donors for the Match Campaign and obtaining auction items for the Dodger Bowl Event.

There was a discussion regarding a group of teenage volunteer Dog Walkers who may need more direction and supervision. It is felt that they may not be paying attention to the informational signs on the kennels and are not using their time effectively. Terri will follow up.

The **Kennel Managers** report was submitted and accepted.

Cats: In September there were 25 stray cats, 5 surrendered and 3 returned. There were 17 adopted, 3 transferred and 1 euthanized. There are currently 89 cats at the shelter and 4 in foster care.

Dogs: In September there were 6 stray dogs, 4 surrendered and 1 transferred.

There were 7 dogs adopted and 4 redeemed. There are currently 7 dogs at the shelter and 2 in foster care.

Currently there are 96 animals at the shelter and 6 in foster care for a total of 102 animals in ICHS care.

The **Office Coordinators** report was submitted by email and accepted.

Binga noted that every year at this time there seems to be an increase in upper respiratory viruses that affect the cats and kittens in the shelter and this year was no exception. Most of the kittens were affected and that delayed some of the kitten adoptions. With treatment and use of quarantine protocol all are expected to recover.

One of the older FeLV cats--Laurel, also was infected and this was especially concerning because of her weakened immune system. A dedicated volunteer agreed to sponsor her and after a Vet exam, syringe feedings, changes in medication and the addition of some tempting tuna fish, she began to improve and has since made a full recovery.

Committee reports

AWE: Terri is working on the color system for cat personality profiles with corresponding cage cards.

Personnel: After evaluating the Volunteer Survey results and discussing needs of the ICHS staff, some determinations were made.

The office staff needs 2 volunteers each day following a mailing, to help with "Thank you" notes and correspondence. There is a need for 2 volunteers to be on call for morning kennel cleaning. There is a need for 2 dog walkers for evening walking especially on Fridays and Saturdays. There is a need for 4-5 volunteers to help with evaluations and training.

The Dog Behavior Evaluators met to discuss schedules and better communication. Pam and Arnette have agreed to hold regular training and behavior modification sessions each Monday from 10 AM to 12 Noon. These sessions will start the first Monday in November--volunteers and staff are encouraged to attend to increase training skills. Volunteers interested in helping with behavior evaluations will be encouraged to sit in on evaluations.

Building and Grounds: The committee is looking into estimates for repair of the far back roof to stop the leakage.

Scott Lind is updating the energy model to decide on the correct size furnace needed to heat and cool the training room and storage room.

Work to replace the "always on" outside lights with dusk to dawn lights and to install egress lighting is ongoing.

An electrical outlet will be placed in the locked feed room to allow a dehumidifier to be used in order to keep the humidity at an optimal level for food storage.

There is an ongoing need for more funds in order to fill these needs and other changes/repairs to the building.

Other items: A document providing policy guidelines regarding use of social media has been prepared to help volunteers and staff at ICHS. After discussion, a motion was made to adopt the ICHS Social Media Policy as written, the motion was seconded and approved unanimously. Staff and volunteers will be asked to read and initial this policy.

A new, more streamlined Board of Director Candidate Application was presented. Discussion followed. It was then moved to accept the new application form. The motion was seconded and passed unanimously.

Arnette Small was invited to be part of the Nominating Committee to identify and recruit potential Board Members. Arnette agreed to serve in that capacity.

There was discussion on how best to improve communication with the new accountant when he has questions that on-site staff cannot answer. Lisa requested that he be directed to call her with any questions, when she is not at the shelter.

The idea of creating at least one indoor-outdoor run in the kennels was discussed. It was felt that this would be useful for quarantining dogs who have communicable disease or to house dogs with severe behavioral issues. Having a run that allows the dog to have access to the outside at will, would eliminate having to walk a dog with possible communicable disease through and around the building. This would minimize possible contagion. In addition, this type of housing would allow the staff to more safely work with an aggressive dog. The idea will be presented to the Building and Grounds committee for recommendations and cost estimate.

The meeting was adjourned at 8:05 PM.

Submitted by Pam Richardson.