

## **ICHS Board Meeting**

Jan 10, 2022 6:30 pm - Zoom

**Present:** Donna Griffin, Lisa Schnedler, Tony Schlafli, Lisa Cvengros Janice Olson, Louanna Schulte

Absent: None

Guests: Sharon Shea

Humane Officer

Staff: Joselyn Van Ruyen and Jordan Phillips

Absent: Cara Thorison

**Call to Order** - Donna Called the meeting to order at 6:31 p.m.

**Approval of Previous Meeting Minutes** - December 2021

Lisa C. moved and Tony seconded to approve the Minutes.

Minutes approved.

Sharon thanked everyone for the gift card to High Point Supper Club.

## **Executive Director report**

### **Kennel report**

Jordan reported the stats for December

6 stray cats - 2 surrenders – 8 cats incoming, 9 adopted out, 20 transferred out, 1 euthanized. 20 cats outgoing.

Started with 82 cats, ended with 60 cats

2 stray dogs, 2 incoming dogs, 3 redeemed, 1 adopted, 4 outgoing

Started with 3 dogs ended with 2 dogs

Will be hiring 2 new kennel staff members.

Joselyn said that she is happy to be back and thanked the staff for picking up the slack while she was off—and thanked Sharon for filling in in so many ways during Joselyn's leave.

### **COVID threat matrix/shelter status**

Have lifted the animal quarantine. In process of finalizing new policy on staff requirements according to the CDC guidelines. If we can do adoptions and get animals into homes, this is our priority.

### **Budget 2022 status**

Lisa C, Jordan, and Joselyn met last week to develop the budget. Joselyn noted that things can change but this preliminary budget is ready to go.

Lisa S noted that the target should be 4% of net revenue for the bottom line. Lisa C said that right now we have a negative bottom line forecasted but we have this large donation and need to decide how that factors into our desired bottom line.

### **Municipal contracts update**

Joselyn reported that we do have the contracts out. The majority have been returned— those that normally contract with us.

### **Shelter Expo registration**

Joselyn said she is interested in attending. Donna asked Joselyn to explore financial aid through the organization and to determine what the cost of air and hotel would be. Lisa C. noted that the training dollars in the budget should reflect this.

### **Other**

KC the cat was getting ready for surgery. He had imaging but no mass was seen – they saw that his nasal bone is deteriorating, thus the source of the bloody mucus. They are trying to find out what caused this deterioration. Talking with Internal Med. Need to do blood work again and other procedures. Total expense is approximately \$3,000 plus blood work. Other procedure is \$500. Expense would be \$2,700 - \$3,500 – Dermatology would be extra for his ears as he likely has inner ear infections in both ears. He did bite one of the vet techs at the vet school.

Lisa S suggested that we post the case on Facebook and request donations.

Tony suggested that we link it to the Betty White recognition effort going on within shelters in honor of Betty's White's birthday.

Janice said that this is a great idea. She asked if KC is comfortable as before it was noted that he was in distress. Joselyn said he is eating and drinking and is active. Lisa C said she thinks we should put the story out there, noting that Cara said that we are currently getting donations into the shelter in memory of Betty White.

Joselyn noted that she has concerns about spending that amount of money on one animal and questioned his adoptability, stating the he tried to bite Jordan again today. He has an appointment booked for the 18<sup>th</sup>. Lisa C said that we have already spent over \$1,000.

Donna asked what the deadline of the Facebook appeal would be. We would need to raise the funds before his appointment on the 18<sup>th</sup>. Lisa C said that we have raised \$2,100 already. The board authorized to spend \$3,000. We do have \$18,000 in the Medical Needs fund. The consensus was to fund the appointment on the 18<sup>th</sup> and hope we raise the needed funds.

### **Treasurer report**

Lisa C noted that we had a strong December. Net income of \$142,000. Record donations for December. Income was \$390,000, up 28%. We had a large number of donations from dividends. Shelter income was down due to the number of adoptions dropping.

Expenses were up due to recent hires. Most other expenses were down due to having fewer animals in the shelter.

Lisa C. detailed other items in her report and made note of those items contributing to our positive financial position.

Sharon Shea had the following questions about the finances: Questioned the Humane Officer Equipment in Fixed Assets. What does that represent? Lisa C said this is an asset we have had on the books for quite a while – a grant was received a long time ago for items such as catch poles, etc. These assets have been on the books for quite a while. Sharon asked about the money posted for animal enrichment. Lisa C said that items that tend to come out of this area is training for dogs, the MOD squad equipment, etc. Sharon asked why water and sewer was budgeted so high. Lisa C. said that this bill has increased because rates have increased. She also asked about the \$1,200 posted under Humane Officer. Lisa C. said this went to training for Jordan and Joselyn.

Lisa C. noted that ICHS received another donation from the estate we received the large donation from in 2020. We now received a second donation of \$324,000 – so one person has now donated over \$500,000 to us. We have \$480,000 in Farmers Bank – plus this donation, so we have more than \$800,000 in Farmers in total.

### **Investment Policy development**

Lisa C. noted the discussions she has had to date concerning the investments and noted the need for an Investment Committee and an Investment Policy.

Lisa S. described the need to have a true sense of the philosophy of the organization to know how to use the money versus invest the money. Lisa S. noted that input from the Facilities Committee is needed as well.

Louanna said that she would be happy to contribute. Janice agreed to serve as well.

### **Committee Reports:**

#### **Fundraising**

None

#### **Building & Grounds**

Furnace - Joselyn update – the new furnace in the dog kennel has been installed and is up and running and everything is good. Louanna asked how long ago all the furnaces were checked. Joselyn thought that at least two were inspected last year, though she doesn't know how thorough the review was.

Joselyn said that staff shovels the walks by hand because it is very difficult to use the current snow blower. UPS bent one of the poles for one of the old dog kennels.

### **Expression of gratitude to Humane Officer Sharon Shea upon her retirement**

Donna expressed the appreciation of the board for the many hours donated by Sharon as the Humane Officer.

### **Replace Paw Patrol vehicle status**

Joselyn said we do still use it as needed. Joselyn said that that particular vehicle may be going to auction. Joselyn said that she is willing to contact Dan's Auto in Mineral Point to see if they are willing to look at it to give the board a sense of what will be needed to keep the vehicle in repair.

(Sharon left the meeting).

### **Nominations/Ballot finalized - will the annual meeting be virtual/Zoom?**

Donna noted that the date for the ballots cut off is the 13<sup>th</sup>.

### **Set date for Strategic Planning session - Lisa S**

Lisa S suggested making plans at the next meeting when we will have a better sense of the impact of Omicron on in-person meetings for the weeks and months ahead.

**Fundraising ideas**

Joselyn said that she could start a Google Doc for people to put ideas into.

**Other**

None

**Public Comment**

None

**Next meeting -**

**Feb 14, 2022 6:30 p.m. via Zoom**

**Closed session**

The board entered closed session at 8:05 p.m. and returned to the full meeting at 8:46 p.m.

**Adjourn**

Motion to adjourn by Lisa C, seconded by Louanna. The meeting adjourned at 8:47 p.m.