

**ICHS Board Meeting Minutes**  
**Tuesday, November 19th, 2019**

7:00 PM – ICHS Shelter **Call to Order** 7:03 PM

**Approval of Previous Meeting Minutes Motion Louanna, Second Donna**

From September 24th, 2019, From October 22, 2019

**Personnel**

Welcome Molly and Angela.

Molly began November 1st and has previous experience from Dubuque Humane Society. Angela will be in the office/kennel brings experience from vet hospital in the twin cities, feline rescue and Sheboygan Humane Society.

**Manager Report - Molly**

- See monthly report for details
  - 57 cats in, 19 outgoing 98 Total Cats
  - 4 dogs in, 6 outgoing 4 Total
  - Currently have cats in ringworm isolation

**Committee reports**

**Building and grounds - Louanna**

Midwest proposal expires May 15th 2020 will need to reassess roof again in the spring prior to starting. Inquired on price break for non-profit - will re-visit at time of project.

**Louanna Motion to approve Midwest Bid \$59,500 and signature to hold price until May 15th. Second Lisa.**

50% down payment prior to start of job.

Sharron made plea on roof \$ on pet of the week TV interview.

Shelter was without power in the middle of the week. Currently working on relationship with Rany Hoffman to assess electrical needs.

Request to update emergency contact list.

Front doors - locking mechanism is dated and not functioning optimally. New hinge has been replaced but will need to look into replacing the door.

Request to evaluate all access points.

Updating phone system still a work in progress.

**Board Nomination Committee**

-Search Committee Sharron, Sandy, Dawn  
Requesting 3 new nominees

**Fundraising**

Cat yoga raised \$300

Whisker and Wags - November 21st tap takeover event set amount donated to shelter  
Need donation jars, staff, board, and volunteers present  
HiPoint Steakhouse 50% of all old fashioned drinks donated to shelter on Black Friday  
Midway donating \$1 per large pizza sold the month of December - recognition on December 10th

December 21st Holiday Bake Sale at Spring Gate Mall 9am - 1pm or until sold out! Bakers still needed.

Holiday letter to be sent to members. Current members list 3,429 members. \*\*including process to remove return to sender letters from mailing list

Membership revisions posted by next meeting per bylaws

**Motion Donna to change January Meeting to January 21st, Second Sandi**

### **Treasurer/Financial Report**

Judy working to set meeting to compare rates with Farmers Savings Bank.

Roof Donation total to date \$34,347

Becky Johnson CPA conducts internal financial review every May/November

Rummage sale vale gifts considered in-kind

Laptop is dated currently seeking "new" used laptop

### **Employee and Volunteer safety training**

Molly will be collecting emergency contact information for all staff, volunteers, etc. to be kept on file in the event of an emergency.

### **Extending Board Terms**

**12 year maximum term - consisting of four 3 year terms having 2 board members rotate off annually. Motion Lisa, Second Donna**

### **Public Comment**

Will there be a year end match donation this year? There is currently a roof \$\$ match.

Giving Tuesday Registration on Facebook. Facebook will match donations starting at 7am. (Last year funds ran out in 1 hour)

Teri and Janice donated 2 dryers with birthday money.

Cats come into intake and are processed prior to adoption. This process seems slow. Further questions/concerns direct to Molly.

Reminder no December meeting.

Cooper (ICHS dog) - Is staying with Shawn Timmens at Spring Valley Kennels - Motion to pay \$300 + cost of food. Second Sandi.

**Motion to Adjourn Sandi, Second Donna - Adjournment 8:57 PM**

**Moved to Closed Session**

**Minutes respectfully submitted by Alayna J. Husom**