

Iowa County Humane Society
Board Meeting
November 9, 2015

Board members present: Marcia Thompson, Lisa Cvengros, Pam Richardson, Mike Van Sicklen and John Mutschler

Staff present: Jen Siegel and Bonnie Zimmerman
Absent: Binga Manwiller

Public present: Terri Davis, Arnette Small, Sharon Shea and Dr. Marla Lind

The meeting was called to order at 6:30 PM.

The October minutes were submitted, approved and will be available on the website.

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

Lisa reports that we have roughly \$30,000 in the bank of which \$22,500 is in temporarily restricted funds, leaving \$7,500 for expenses.

Reimbursement for the Humane Officer training cost (\$2,094) has been received from the Iowa County Sheriffs Department.

Memorial giving continues to be strong and grants are up largely due to the Focus on Energy grant to help fund the furnace project.

Building expenses are up \$12,642 driven by the furnace project. Kennel expense is up \$1,831 due to the new outdoor kennel area.

No property taxes were due in 2015 which resulted in a savings of \$16,134 compared to 2014.

Fundraising expenses are up \$1,644 due to increased mailing/postage rates. An effort will be made to make sure we have email addresses of everyone who comes in contact with ICHS to help with communication and to lower costs.

Cat expenses are down due to the switch to Mounds food but medical costs are up due to extra expense to care for the kittens.

Dog expense is down due to the switch to Mounds food and medical costs for the dogs is also down.

Payroll expenses are up about 4%. This increase is in large part due to having had no Huber workers available to work at the shelter.

Arnette had a question about paying off the \$30,000 loan made to the shelter by Iowa County. Lisa explained that this loan was very low interest and monthly payments are being made as required by the terms of the loan.

Outreach/Fundraising Manager's report was submitted and approved.

Jen reports that the Fall Cat Adoption Special was of some help and resulted in 22 cats being adopted.

The Humane Officer letters of appointment have come through and the payment to ICCHS will be prorated. There was some discussion of the guidelines for when the ICCHS Humane Officer would be responsible for picking up a stray animal. It was determined that the HO should only pick up strays under certain (emergency) circumstances: if an animal were injured, aggressive/dangerous to the public or if Law Enforcement requested assistance. In all other cases it is the responsibility of the appropriate Law Enforcement Officer to pick up and transport strays to the shelter.

The first MailChimp newsletter was sent out today to everyone on our email list. Currently this service is free for ICCHS and the feedback on the appearance and content of the newsletter is very encouraging.

Following a letter to the editor authored by a member of the Mineral Point Town board, Jen has written a response that will appear in the Dodgeville Chronicle and the Mineral Point paper. ICCHS has been invited to the monthly Mineral Point Board meeting to discuss the issues raised by this letter. Jen will attend to explain our position and answer questions and Mike Van Sicklen will attend to clarify the legal issues involved. Other board members and interested parties are encouraged to attend to show support.

The spay/neuter program currently has 20 approved applicants with a total of 34 animals. The program concludes on November 30th.

Three 2016 municipality contracts have been returned--Village of Barneveld, Village of Highland and City of Dodgeville. Other municipalities continue to raise concerns about paying for stray cats.

The Holiday mailing is scheduled to go out on 11/27/15.

December 3rd is the Paint Your Pet fundraiser. Tickets for that event are selling well and Jen expects it to sell out. She is scheduling a second Paint Your Pet event for early in 2016.

Jen continues to work on future fundraisers, including the Planned Giving Campaign and the Mt. Horeb Middle School Holiday fundraiser.

The **Kennel Manager** report was submitted and approved.

Cats: In October there were 24 stray cats, 2 surrendered and no returns. There were 22 cats adopted, one redeemed and 1 died. There are currently 92 cats at the shelter and 4 in foster care.

Dogs: In October there were 11 stray dogs, 4 surrendered and 1 returned. There were 6 dogs adopted, 9 redeemed, 1 transferred and 1 euthanized. There are currently 5 dogs in the shelter and 3 in foster care.

Currently there are 97 animals at the shelter and 7 in foster care.

There was some discussion about the low census of dogs and the possibility of taking dogs from other, more crowded, shelters. This has been done in the past and unfortunately there were disease problems with the incoming dogs. It was suggested that we should have a quarantine area for incoming dogs, before taking dogs from another shelter. The Building and Grounds Committee will look into the possibility of constructing a suitable quarantine area.

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

The subject of adoption returns had been brought up at the last ICHS Board Meeting. At the request of the Board, Binga Manwiller compiled a list of the animals that had been returned so far this year. The reasons for returning dogs were varied, from “behavior issues” and “difficulty getting along with other pets” to “needs too much attention”. For cats, of the 15 returned, one third were due to litterbox/housetraining issues.

To help cut down on dog returns, it is hoped that the Monday training and behavior modification sessions can help with behavior issues before the dogs are placed in homes. For the cats, Pam will look into possibly giving out more detailed litterbox training tips with the adoption packets. Bonnie and Pam will look over the current information packet to see if it can be improved.

Committee reports

AWE: The Cat Color coding system is ready to be implemented, the cage cards will be white with a colored dot to correspond to the cat’s temperament. Volunteers will help with temperament evaluations. The project will be completed by the December Board Meeting.

Building and Grounds: The committee continues to address the ongoing projects.

Personnel: Staff Performance Evaluation Forms have been distributed to the Board for review. Upcoming staff evaluations will be done in December.

Other discussion

Terri reports that a recent volunteer from Platteville has expertise in energy efficiency, indoor environment and indoor airflow and would be willing to advise ICHS on those issues.

The Volunteer Survey was discussed and the initial steps ICHS has taken to follow up on that information was reported.

These steps include: Identifying specific volunteer needs, providing dog behavior training for staff and volunteers, making sure evaluations and especially re-evaluations, are taking place in a timely manner, creating a plan for cat evaluations, reminding staff and board members to be more welcoming to volunteers and to increase staff and volunteer education opportunities. The information provided by the Volunteer Survey will continue to be evaluated and other action items will be added as needed, pending further discussion.

Jen is in charge of volunteers and potential volunteers should be referred to her for more information and to answer any questions they might have.

Marla volunteered to explore the possible use of U-Tube as another tool to provide more exposure for ICHS and our programs. After a short discussion it was felt that this could be very valuable to ICHS and Marla was encouraged to follow-up.

Bylaw changes are being proposed and will be further discussed at the December meeting.

The Nominating Committee met and has started a list of possible candidates for the Board of Directors. They will meet again next Monday and will be sending out emails to solicit possible candidates.

The meeting was adjourned at 8:03 PM

Submitted by Pam Richardson