

ICHS Board Meeting

Nov. 28, 2022 6:30 pm at the shelter

AGENDA

Present: Lisa Schnedler, Tony Schlafli, Lisa Cvengros, and Louanna Schulte.

Absent: Donna Griffin

Staff: Claudia Looze, Jordyn Weier, Odessa Meuer, and Kim Hanson and Cara Thorison

Guests: Sharon Shea and Char Paglini

Call to Order

Lisa C. the meeting to order at 6:33 p.m.

Approval of Previous Meeting Minutes

from Oct. 10, 2022

Louanna asked that we modify the minutes to clarify gift-in-kind receipt not gift card. With that amendment, she moved approve the minutes, Tony Seconded. Motion approved

Seat new board member

Lisa C said that board to vote to approve Charlene Paglini to the board to fill Janice Olson vacated board position through 2024. Louanna moved, Tony Seconded. Motion approved

Shelter operations report - Jordyn

Stats - October 8 strays, 0 born in care, 10 surrendered, 1 returned - total 19 incoming cats; 25 cats adopted, 3 kittens passed away, 0 transferred out - total 28 outgoing cats. 44 cats at the shelter 17 in foster = started with 70 ended at 61.

Dogs - four strays, one transferred in, one surrendered, one protective custody - total 7 dogs incoming, 4 adopted, 5 redeemed, 1 transferred, = 10 dogs outgoing. 4 dogs at shelter, 1 in foster = started with 8 ended with 5 dogs.

Total 48 animals in shelter, 18 in foster

Kennel report

Kitten seasons slowing down, have lab mix puppies. Will be available soon. Mom dog in foster—likely will be adopting her. Gunner in foster and is doing well. Lucy is with Shawn the trainer. He believes she will need to be only dog. Emmy is doing well - leg broken in two places - amputated leg. George had his dental - and is recuperating.

Staffing - Kim new addition - working in kennel and front desk. Two kennel assistants leaving. Jordyn is reviewing applications.

Ringworm update - faster turnaround. Using new medication.

Spay/Neuter program update go well - adding surcharge of \$5 per cat so that we cover the overnight expense. We charge less for the cats and more for the dogs. Moving forward, we will charge \$100 for cats, \$125 for dogs. Jordyn has 50 on her wait list. She has provided this for 15.

Municipal contracts - status ICHS is hosting the representatives of the municipalities on Wednesday. The staff will provide a tour and show all that takes to run the place. Iowa County can't take over all the contracts. We will have to continue to have contracts with the municipalities.

Dog training Jordyn reported that she had a meeting with Pam Richardson - to provide training. Will start small

Transport/transfer dogs Jordyn reported we have four adoptable dogs from Texas - all should be in homes in a few weeks.

Miscellaneous: Jordyn asked questions about vouchers for spay/neuter of puppies adopted. Sharon noted that there are new concerns about pediatric spays as it could lead to health difficulties as it interferes with their hormones. Lisa C suggested we speak with other shelters about releasing young dogs without spaying/neutering—and how the encourage that the owner gets it done later on. Consensus to hold off on the spay neuter for these puppies. Suggest that we offer a small refund of fee when they show proof of spay/neuter.

Jordyn has completed 95% winterization of the building. One fire extinguisher was missed. Jordyn will call on it. And, the one in the garage did not get checked. Jordyn authorized to take care of it. The freezer room door—leading to the outside ramp—doesn't close well. Still need to turn off water to outside hose.

Discussion of cleaning vent in dryer. Sharon volunteered to work with Jordyn in checking it.

Question of smoke detectors – if expired, then replace it. If feel need to place more, can do that too.

Executive Director report

Claudia welcomed Kim, noting she has her own pet sitting and dog walking service.

Shelter facility assessment offer - Findorff: has this been scheduled? Visit with Findorff - Claudia said Tuesday/ Wednesday/ Thurs. = best dates, Louanna flexible on availability.

Fundraising:

Giving Tuesday: Claudia notes that she did send an appeal for Giving Tuesday through MailChimp and a reminder will be sent one tomorrow. On website too with PayPal donate button and stories on Facebook

Holiday mailer - she sent out a sample. Discussions and a few suggestions. All agreed this appeal was great. Discussion on matching donors

Grants - We did get a \$6,000 Packer grant.

Petco - Claudia submitted a grant application on Max to them as well. She will send a letter of request to Kiwanis as well as other groups.

Miscellaneous - Board consensus:

Per Sharon Shea ICBS started as group of concern citizens in 1995 (not 1998 that is on website), making it the 30th anniversary celebration in 2025, but incorporation of ICBS was not until 10/27/2000 and 501c3 granted March 2001, so it was decided we would use the incorporation date of 2000 for the anniversary date, so it will be the 25th anniversary in 2025.

Discussion of how to best clean floor in training room, questions about if a different floor covering over mats or power washing with drain under sink

Treasurer report:

Financial reports: Lisa - right now loss of \$54,000 (YTD) without the bequest. October was a strong financial month due to regular donors sending in checks, donation of washer, and garage sale. November - negative \$8,000, so far but hope to make this up with Giving Tuesday. We did pay for the new washer in October. We had a number of insurance payments - workers compensation bill is way up.

Cat expenses down in October but up in November.

See Financial reports for additional specifics.

2023 Budget Update

Claudia said that with the budget, she had the help of Lisa C., and she used the projected 2022 budget as the base budget- 2023, then added new programs.

She detailed expenses and income from each program. And detailed net loss proposed at this point.

Paw Patrol \$220 per tire - one person will cover one-half of the cost. Jordyn's goal is to get the cost paid for.

Garage Sale - Char said that she is working on guidelines and procedures. Winterized the building, but there are still gaps and water that flows through the building.

Building & Grounds

Winterization of the building - Louanna noted that this has always been done by staff but if there is a need, she will work with staff.

Letter to UPS re fence - we now have four —would like to have 4-6 more “delineators” (barrier cones that are stable)

Repairs completed cat portals are all done. The dog guillotines are all up and working. Scott bought the materials for the cat enclosure. Louanna looks to be reimbursed for materials from this point forward, will submit a bill/receipt. Dog kennel door has been replaced. Door has been paid for. Louanna encouraged staff to keep outside of kennel door free of snow and ice, opening the new door with snow and ice in front if it, will damage the new door.

Repairs scheduled - electrical updates might be delayed due to equipment shipment delays.
Foyer in dog kennels lack light - Louanna suggested installing a motion sensor light there.

Applicants for 2023 board

Form on the website

Deadline Dec 31

Public Comment

Jordyn is gone the week of Dec. 11th-18th on vacation.

Next meeting:

Jan. 9, 2023 6:30 pm at the shelter

No December meeting

Adjourn 8:15 p.m. for closed session

Closed session

Motion to adjourn by Lisa C. - Seconded by Louanna. Meeting adjourned 9:25

Minutes respectively submitted by Lisa Schnedler