

ICHS Board Meeting Minutes

Tuesday, July 23, 2019

7:00 PM – ICHS Shelter

Attendees

Board: Cyd, Sandie, Dawn, Louanna, Donna, Judy, Alayna

Staff: Bonnie, Binga, Cara

Community: Janice, Barbara

Call to Order 7:01pm

Approval of Previous Meeting Minutes – (from June 25, 2019)

Cyd Motion to amend to include Lisa, Binga, Joen. 2nd Donna

Sandie motion to approve the minutes. 2nd Alayna

Treasurer/Financial Report by Judy

Met with Cara. Last shelter budget was done in 2007. Reviewing animal population statistics and where the shelter is spending money. The Shelter is currently on a financial teeter.

Currently \$50,000 in savings \$30,000 earmarked funds in 7 different categories. Need to raise an additional \$140K. Need to raise an additional \$20K. General shelter employee income \$35K (\$10K for animal control person). Judy and Cara are looking to break loose some of this funding. Questions raised how this would be done? By contacting donors.

Categories of earmarked funds: Advertising, AWE, Building funds, Cat Housing, Low-cost spay and neuter, new washer, outdoor facility, protective custody and contingency

- Roof fundraising separate from general funds. Yes, this is a line item in quickbooks.

***Cara requesting certificate of liability for any contracted work to be received prior to work starting. This is necessary for auditing purposes.**

Iowa County Loan - County Board is anxious to have this paid off. Plan of rolling this into Farmer's Savings Loan after DNR file is closed.

Managers' Reports:

- Office Manager's report by Binga

Shelter calls are normal. Lots of requests by public to surrender mostly cats. Some requests to surrender dogs. Requests also coming from out of county. The shelter has been turning these requests away if we are at full capacity and recommending other shelters. Overall, Shelter staff is very busy with the day to day requests of the public.

- new volunteer system quickly approaching limit of volunteers, working towards implementing volunteer schedule. Once limit is reached price will increase. Cara to keep board updated on pricing.

- Kennel Manager's report by Bonnie

5 cats transferred to Angel's Wish bringing new shelter total to 93 cats. Currently have 9 dogs. Foster program kittens to stay in foster homes until they are 3lbs.

- Fundraising/Outreach Manager's report not submitted.

Joen is at a Land's End photoshoot with animals. Personnel to follow-up with Joen for her monthly report.

Committee Reports:

- **Buildings & Grounds**

Certificate of Liability to be submitted to accounting.

Electrical bid approx \$4,100 for emergency and exit lighting.

Fire and security bid approx \$29K

Fire alarm monitoring \$400/year and \$360/year security.

Motion by Dawn for Electrical bid 1 and 2 to be accepted. 2nd Judy

Motion by Judy to fund using restricted building funds. 2nd Louanna

Shelter Roof - Fundraising for the roof. Midwest is not aware we are actively fundraising. Additional quotes requested. Suggestions made to seek out quotes from Cleary, Pat Rogers. Morton provided quote that was significantly higher. Proposed consideration of seeking a 20-year roof loan.

Play Yards - Kittleson Landscaping has been contacted for quotes for preparation of site, pea gravel and steel barrier.

Play Yard Awnings - Ongoing

DNR status - John is following through with this. No updates at this time.

- AWE Committee

Building shelves for cats. None have been completed at this time.

- Pet of the month in Chronicle

Question raised who chooses the pet of the month? AWE is to answer this at their next meeting.

(passed motion 5-28-19)

- Website Committee

Review of existing structure. A lot of content is obsolete. Binga has found someone to do this for FREE. Motion by Judy to approve a mock-up, 2nd Dawn

- Fundraising Committee

Shared fundraising metrics for Joen. Will send to personnel committee to review and report back.

- motion passed May 28

Donation ideas/catchphrases sent to Fundraising committee to brainstorm and report back.

Raise the Roof slogan and logo created by Terri, Joen and Lisa.

- Animal Control Officer Report

PAW patrol breaks froze. \$400 estimate for new breaks. This has been emailed to Steve Micheck at the county.

HSUS Seminar "Rethinking the Cat". Arnette and Sharron may attend for CEU credits. Agenda includes Spay and Release for cats. Baraboo seminar is in September.

Other Issues:

- Bobbie Sue

Is not currently on the website. Current UU status on her file. Connie dog walker has been taking Bobbie Sue out on trail walks and car rides. Bobbie Sue has been going on walks with Connie leading her and Dog walker Terri leading hound Bella.

Discussion of CBD oil treatments with vet approval and dosing. Increase contacts with a variety of scenarios and people.

Motion by Judy to administer CBD oil for Bobbie Sue and encourage as many individuals as possible to work on socialization with Bobbie Sue. 2nd Donna Amended by Alayna to include evaluation at 2 weeks after CBD Oil and 1 month after CBD Oil if Bobbie Sue remains unadopted.

Motion by Dawn to place Bobbie Sue back on the website to be adopted. 2nd Judy

- Clarify procedure for funds spent without board approval

Motion by Alayna spending policy states: Staff purchases under \$500 do not need board approval, with total monthly expenditures not to exceed \$500. 2nd by Dawn.

Public Comment:

None

- Next Meeting – Tuesday, August 27, 2019 at **7:00 PM**

Adjournment to closed session 9:07

Motion by Lounanna, 2nd Dawn

Out of closed session 9:32 pm
Motion by Dawn, 2nd Judy.

Motion by Sandie to pursue looking into Shelter Review process for \$5K or under can secure bid and move forward with the process. 2nd Dawn.

Adjournment 9:37 pm Motion Dawn, 2nd Judy.

Meeting Minutes respectfully submitted by Alayna Husom.