

GREEN COUNTY HUMANE SOCIETY, INC
BOARD MINUTES
August 4, 2004

Role Call.

- Board appearances: Shawn Grass (president), Daniel R. Bartholf (Vice-President, Secretary), Mike Jerge (treasurer), Marsha Stanek, Rene Deininger, and Angie Padulla (operations manager).
- Public appearances: Traci Thompson, Sharon Blohowiak.
- Meeting called to order at 6:45 p.m. at Voegeli & Ewald Law Offices, S.C., Monroe.

A. Manager's Report. Angie presented the manager's report.

(1) Animal Counts

- Dog numbers have gone down. Cat numbers still out of control. Going to continue to do 2 cats for 1 adoption fee. We currently have cats everywhere, and don't have room for them all. We have two possible feral cats.
- Shawn made a motion to do 2 for 1 adoption fee until cat numbers are under control. Seconded by Marsha. Motion carried.
- See the attached monthly animal report.

(2) Outreach Progress

- First Federal – Maxwell Street Days Fun Day (benefits to us)
- Possibly doing the farmer's market or have a table and information available to the public. Volunteer for that will be the problem.
- Dog Training class to benefit GCHS offered to adoptees (Ken Pick would put on the class).
- Like to do another Krispy Kreme event in the Fall.

(3) Other

- Angie talked about going out to check on 12 or more sled dogs owned by Brett Gruchow based upon animal neglect cases requested by Deputy Weichtrob. He couldn't seize the dogs because no vet to testify that the animals are neglected. The Deputy had us come out to pick up the animals, and then after the animals were loaded, changed his mind. The animals are not licensed and second warning. We made the original call about neglect in June. Angie to document the event.
- We have received Science Diet now under our contract (General Pet Supply is handling the shipping and handling part of the deal, but we are having a few problems with them. He said that we can't sell the trial bags despite the language of the contract).

B. Correction of Minutes.

- (1) There were no changes so the July 7, 2004 minutes were approved.

C. Treasurer's Report. Shawn presented the Treasurer's Report to the board.

(1) Sandy's Progress

- We should have financial statements in a few weeks.
- We returned supplies that were not necessary to PVP valued at \$900 or \$1000. We will ask Dr. Elmer for \$600 back for double payment of an invoice.

(2) Month Deposit & Expenses

- July deposits of \$22,500 and we paid \$15,900 in bills (not all July expenses). We should have a net gain in July but we will wait until Sandy gets down with the reports.
- Shawn handed out a sheet which show how much expenses we should have (like a budget) at max per month

(3) Services to be Cut

- Water softener.
- Alltel cellular phone.
- Water jug in trailer.

(4) Other

- We will look at payroll every week to make sure within the \$1500 pay range.
- The current week was down to 20.19 hours per day.
- Mary Walmer has resigned as Kennel Worker. She immediately quit and put in a claim for worker's compensation. We filed a report as required within 3 days of receiving the claim.
- We will have some expenses with the truck. Rear axle is leaking, possible back up alarm, breaks need to be replaced. We need to plan for some expenses.
- We will purchase a water softener (currently renting it for \$23 per month and we have been renting it for 10 years).

D. Business to be decided.

(1) Mike Jerge Resignation of Treasurer's Role

- Mike submitted his resignation as Treasurer. See attached letter.
- Shawn made a motion to accept Mike's resignation. Seconded by Marsha. Motion carried.
- During the interim we will not fill the treasurer's position.
- Mike was accused of stealing from the shelter and can't risk his reputation in the community and that was the reason for resigning.

(2) Volunteer Committee Report

- Sharon (chair) presented the report.
- Volunteer committee – Marsha (Petsmart), Traci (Dog/Cat Care), Sharon (events/fundraisers)
- Trying to put together a volunteer handbook. Handed out materials to discuss next meeting.
- Pizza sales had volunteers for all time spots.
- Goal is to give two weeks notice for volunteer activities.
- Need more descriptions for events to get volunteers.
- Pet Expo – Sunday August 29th.
- Fundraising committee will be taking over the events and activities, will be contacting volunteer committee who will in turn look for volunteers.
- Post calendar of events at the shelter.

(3) Finance Committee Report

- Dan (chair), Shawn, Angie and Traci are on the committee.
- The committee concentrated mostly on cutting payroll and the pros and cons of doing so.
- The committee did not have final statements so the committee just talked generally. Different options were discussed. The committee will meet when the financial statements are done.
- Idea was that the finance committee would be chaired by the treasurer, but would assume and split up the responsibilities of the treasurer. The committee could review bills and payments and just give a summary to the full board instead of requiring the full board to vote at every small bill during the week. Dividing responsibilities also provides checks and balances to avoid people making comments that someone can steal from the shelter.

(4) Fundraising Committee Report

- Sharon, Traci, Shawn (chair) and Angie are on the committee.
- Mike suggested nailing down dates of all events at the beginning of the year and putting them in a calendar and handing them out to volunteers. Petsmart could be included and our major fundraisers.
- The committee has not yet met.
- Dan suggested we do an animal photo calendar for 2005.
- Green County flyer – saturation mailing (to postal patron) to every postal customer mailing 5.6 cents per piece instead of 15.9 cents by bulk mailing. 14,000 mailings to every registered land owner in Green County. Shawn is getting bids. Monroe Graphics is the lowest bid.

(5) Expand Board from 7 to 9 Directors

- We are not going to expand the board until we have two more individuals who want to be on

the board. At that time we would expand the board. Currently the bylaws require 7 board members but allows up to 11.

(6) Appoint Marci Hensel, Traci Thompson, Sharon Blohowiak

- Shawn made a motion to appoint Traci to the Board. Seconded by Marsha. Motion carried. Term expires 2006.
- Mike made a motion to appoint Sharon to the Board. Seconded by Shawn. Motion carried. Term expires 2006.
- No action was taken regarding Marci since she was not at the meeting and we want to make sure she wants to accept that position before appointing her.

(7) Dan fill in for mail when gone

- Angie will pick up the mail from Dan's office probably twice a week.

E. Business Presented by the directors

- Rene put in his resignation from the board. See attached letter.
- Dan made a motion to accept the resignation, seconded by Shawn. Motion carried but Marsha voted no.
- Rene made a \$5,000 donation in memory of his sister, Michel Deininger. Donations were from many people who donated to her medical account.
- Mike will do an inventory of all the stuff in the barn storage area, and then slowly get rid of stuff that we don't need and protect the stuff we want to keep.

F. Adjournment

- Meeting adjourned at 9:20 p.m.