

Green County Humane Society
Board of Directors Monthly Meeting
June 14, 2006

Roll Call: Shawn Grass (President), Traci Thompson (Vice-President), Sharon Blohowiak (Secretary), Marsha Stanek, Marci Hensel, Mike Jerge, Tina Gilbert, Gunhild Marcher

Absent: Mila Stahl

Also present: Yvonne Schutte, Brian Gray, Robin Douglas

Location: Monroe City Parks and Recreation, 1110 18th Ave Monroe WI 53566

President Shawn Grass called the meeting to order at 6:30 pm.

AGENDA

- A. Public Forum-no issues brought up by public.
- B. Current President Shawn Grass Resignation
 - 1. Shawn stepped down from his position as president. His resignation was provided to the board via email dated March 10, 2006. He is moving to the vice-president position. Tina made the motion to accept Shawn's resignation. Marsha seconded. Motion passed.
 - 2. Traci Thompson resigned from her position as vice-president. She will now be a general member of the board. Her resignation letter is attached.
 - 3. Tina Gilbert will be assuming the position of president.
- C. Correction of Minutes
 - 1. Minutes April 2006 annual meeting minutes accepted as written.
- D. Treasurer's Report
 - 1. Sue gave treasurer's report. QuickBooks is now on Sue's computer for accounting.
 - 2. There were questions about the treasury records. Sue is using an accrual system for accounting. Shawn suggests that Sue talk to Judy Mack.
 - 3. Reports need to be on a cash basis as well.
 - 4. The shelter paid bills in May 2006 that hadn't been paid in a while.
 - 5. Sue suggested using TDS SmartPak for shelter phone. It is a 1-year contract with \$60 a month savings.
 - 6. Sue also developed a form for recurring donations, memorials, sponsors and building fund.

7. On the new website, Shawn has a members list which details each transaction is recorded.
8. We need to make sure we are collecting donation jars. Sue will put more around. Shawn has some donation jars at his house.

E. Business to be Decided

1. Possible different hours
 - a. Should we change the hours at the shelter?
 - b. People work until 5:00 and we close at 5:00 but we are open until 7:00 on Tuesday. Tuesday nights are very busy.
 - c. Anita stated that we are open on weekends, and we should make it more known to the public. Maybe we should put up sign on front fence to have better posting of hours. Display a new banner and make up cards with the hours to give to people.
 - d. Possible suggestions are
 - i. To reduce hours,
 - ii. Stay open later not expand hours,
 - iii. Open on Wednesday night and reduce hours the other days,
 - iv. Make summer hours different than winter hours
 - e. Discussion tabled until next meeting. Anita will do some research on when people come after hours.
2. Longer pending time after adoption
 - a. Should we have longer pending time after adoptions? Is 2 weeks long enough? Currently, we have a 2-week pending period where we hold the adopters' checks.
 - b. Most shelters don't offer this option.
 - c. Anita states that if any animal adoption is questionable, the shelter extends the time to be sure the animal is working out in new home.
3. Animal statistics
 - a. We now have 31 dogs and 130 cats (not in foster care) including kittens (60-75 kittens).
 - b. Anita states that we are adopting out animals quickly and there is much faster turnover. People are asking for kittens lately and no cats are sitting around.
 - c. Before we only had 85 cats but this was before kittens were being born. Many strays are pregnant. We are altering unless we think they are pregnant. It costs too much to have female cats looked at every time to check for pregnancy. We have only one pregnant cat now. We only abort kittens if we don't know that mom is pregnant. Robin states that if the animal is under anesthesia, damage is already done to the kittens so we would need to abort anyway.

- d. We have about 25 cats in foster care now. So we have a total of 160 cats. Most fosters are kittens but we have 1 dog in foster care with a dog trainer.
 - e. Shawn is concerned about the number of cats.
 - f. Anita reports that we do not have much space but single cages are holding mom and kittens so it is not that much extra work. We do have a decrease in animals coming in over the past couple of weeks. Pregnant cats not coming in now. The shelter is spaying them quickly and getting them out.
 - g. We need to be careful with the number of animals we can take in with financial situation and make very careful decisions.
 - h. Brian Gray suggests that we contact the mayor or Brett Davis, our state assemblymen. We could ask the legislature to make a law that requires owners to have all animals spayed and neutered.
4. Foster program: discussed in animal statistics.
5. Building Update
- a. Mike talked to Dan Bartholf who is working on a comprehensive trust for the building fund. The trust will give us several options and keep operational budget separate from building fund. We can also do remodeling of building.
 - b. Mike has the proof of brochure of tiles from an advertising firm. The brochure should be done by the end of the month.
 - c. Steve Jacobsen set of electric plans. He will give us full product donation and volunteer labor.
6. Newsletter update
- a. The newsletter for summer is done and sent to printers. Traci and Sharon will call a meeting to fold and label newsletters.
7. Fundraisers
- a. Pedal for Paws: Sharon and her husband are working on this. It will be July 8. Volunteers are needed.
 - b. Papa Murphy's: Traci stopped in but they didn't have it the latest month's fundraising available.
 - c. Pick n Save: The members directory on the website will display all money raised through this program.
 - d. Hot dog stand: We need people to sign up for shifts.
 - e. There will be a tailgate party at Amcore. Amcore Bank is providing all food and we get all proceeds. The date is July 14. The bank will advertise it the first week in July.
 - f. Green county fair is 5 days in July. We will have a booth.
 - g. Cheese days: Contact is Tina. She will get all parade information. Noreen Ruckert is in charge of whole event. The website is cheesedays.com. We will have a booth on the square.

- h. Pop can drive: Blurb was in the paper. We are asking people to donate all pop cans to the shelter.
 - i. Jewelry party
 - j. Balloon rally
 - k. We can donate all cell phones and inkjet cartridges for money.
 - l. Anita suggests we install a pet tag maker.
 - i. We can make profit from it because many people come in asking about tags. It costs nothing to get it and we just order supplies. It only takes a minute to print it.
 - ii. The contract is negotiable. The company owns the machine and services it. Shawn wants to see contract before we decide.
 - iii. Tags are \$4 at Wal-mart. People want to have tags for their animals. Anita usually sends them to Wal-mart.
 - iv. If we operate the machine, we add \$1 to use it.
 - v. The discussion is tabled until we get more information.
8. Appoint chairperson for fundraising and volunteer committee
- a. Volunteer: Sharon did resign last year as chair of the volunteer committee. Shawn made the motion to appoint Marsha as chair of volunteer committee. Tina seconded. Motion passed.
 - b. Fundraising: Shawn will temporary fill this chair. Sharon will call Barb Gerber. Tina made a motion a motion to accept Shawn as the interim chair of the fundraising committee. Marsha seconded. Motion passed.

There being no further public business, the meeting went into closed session.

- F. Close Board Meeting
- G. Business presented by directors: none
- H. Adjournment at 7:56 pm.

Shawn's resignation:

This letter will serve as my resignation from the position of President for the Green County Humane Society Inc. I have been President since March 2004, and have enjoyed being President. We have accomplished a lot over the past two years including increasing revenue to over \$200,000 in 2005, and assisting over 800 animals in 2005. I have also worked hard with the board to setup a policy and procedures manual, setup a 5-year business plan, and move us closer to a new facility. I will continue to be a board member and will, move to the position of Vice-President to help the organization continue. My resignation will take effect at our board meeting on June 7th 2006.