

**Dane County Humane Society**  
**Board of Directors Meeting – August 16, 2016**  
**Minutes**

**Attendees:** Cathy Holmes, Shirley Crocker, Ellen McGuire, Bridget Bush, Sara Colopy

**Excused:** Joe Goode, Laura Murray, Amy Overby, Cris Marsh

**Staff:** Pam McCloud Smith and Will Anzenberger

**Guests:** None.

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**1. Opening Business**

- a. Call to Order: 11:05 A.M.
- b. Audience Comments: None.
- c. Approve Past Minutes: None

**2. Regular Updates**

- a. Executive Director Update – Pam McCloud Smith
  - i. Development Update – Will Anzenberger
    1. Direct mail mid-year appeal is winding down. The department is now working on the fall newsletter.
    2. Update on Legacy Society Tea – successful first event.
  - ii. Busiest time of year coming up for animal operations
  - iii. Bark and Wine
    1. A decision was made on the board thank you gift.
  - iv. Other Updates
    1. Wildlife Remodel Planning
      - a. Bid received from contractor.
      - b. The renovation will address the issues with the building such as rodents, electrical, plumbing etc. and brings building up to code. Additional space including restrooms and kitchen. The facility will have room to segregate species.
      - c. The renovation will extend the life of the program for many years.
      - d. Volunteers were part of the decision process.
      - e. Construction will start in fall and winter of 2016 and be complete by March, 2017
    2. West Side Adoption Center - going well, previous concerns resolved.
    3. Strategic Planning - Meetings occurring with leadership team to review strategic plan. The goal is to have it completed by the end of the year.
- b. Questions on current Financials
  - i. Year to date financials are on track with the 2016 budget.

**3. Old Business**

- a. Officer Elections – September Meeting
- b. Executive Director's annual review

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- i. Schedule update – The Executive Director’s annual review will be scheduled for the Fall

**4. New Business**

- a. Dane County contract renewal
  - i. 5 year contract, renewed annually
- b. DCHS Organizational Membership Structure
  - i. Many shelters are going away from being membership based organizations
  - ii. The Board president, Cathy Holmes, moved that DCHS engage an attorney for legal review and give an opinion regarding the implications of remaining a membership organization. The Board Treasurer, Bridget Bush, seconded.

**5. Committee Activity**

- a. Board Operations – The committee is working on evaluations
- b. Finance – The committee is working on contract renewal and gift acceptance policy
- c. Legislative – on hiatus
- d. Development – on hiatus
- e. Nominating – additional board candidates are being considered, candidate attending September meeting

Respectfully Submitted,

Ellen McGuire  
DCHS Board Member