

The Dane County Humane Society

Board of Directors Meeting – December 20, 2016, 11:00 a.m.

Attendees: Cathy Holmes, Laura Murray, Amy Overby, Amy Johnson, Joe Goode, Bridget Bush

Excused: Cris Marsh, Sara Colopy, Shirley Crocker

Staff: Pam McCloud Smith, Will Anzenberger, Greg Rutzen
Guest Presenter: Dawn Sands (Kennel Supervisor)

Guests: None

1. Opening Business

- a. Call to order 11:03
- b. No changes to agenda
- c. No Audience comments
- d. Presentation by Dawn Sands (Kennel Supervisor, over 10 years with DCHS)
 - i. Kennel includes all non-wildlife animals admitted to DCHS, including horses and other livestock.
 - ii. During time animal is in kennel, rounds are made, recording information on the animals eating, health, personality, etc.
 - iii. All trained in disease recognition
 - iv. Daily cat rounds have really improved the the process of keeping cats moving to quick adoptions, along with Cats In Need (CIN). Average stay for cats, 10 days!
 - v. Twinkle visited from the kennel
- e. November 15, 2016 **open** meeting minutes
 - i. Laura moved to approve as presented. Amy seconded. **Motion carried.**

2. Regular Updates

- a. Executive Director Update – Pam
 - i. Wildlife Barn remodel
 1. On target for end of January completion, still on budget
 2. Pam attended FLWC steering committee meeting
 3. Sara Colopy will possibly join FLWC steering committee in January
 4. Fundraising for project doing very well.
 - ii. Development Department
 1. Transition complete. Best wishes to Will.
 2. Totos underway, including major sponsorship already received
 3. Annual appeal very successful this year in responses
 4. Redesigned open Grant Writer position to Development Officer position that will also handle grants, giving 4 staff front line with donors.
 - iii. MVS Transition to UW Vet School for Stray Emergency Services
 1. Underway, will be slow transition to assist public in understanding where to take animals in need during off hours.
 2. Working with MVS to ensure good transition
- b. Questions on current financials – Cathy and Bridget
 - i. Continues to look very good for 2016.

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3. Old Business
 - a. Bylaws change for Annual Meeting Quorum (25 to 15)
 - i. Need ready for annual meeting in June
 - b. Nominations to BOD
 - i. Update from Nominating Committee
 1. Reviewed candidate matrix, made updates and identified next steps for continuing candidates
 2. Send any names to Cathy, use skill information to help identify areas of need.
4. New Business
 - a. Budgetary Exceptions Policy from Finance Committee
 - i. Cathy presented the Budgetary Exception Policy recommended by the Finance Committee for Board Approval
 - ii. Cathy moved to approve the policy. Joe seconded. **Motion carried.**
 - b. Strategic Plan Operational Goals
 - i. Two versions of the strategic plan were presented.
 1. High level version for use with anyone, including donors
 2. Detailed version for use by Leadership team and staff
 - a. Includes details under bullets with actions and target dates
 - b. Will create time line with milestone dates as next step.
 - c. All board members to review detailed strategic plan for further discussion at January meeting.
5. Committee Activity
 - a. Board Operations
 - i. No updates
 - b. Finance
 - i. Budgetary Exception Policy already approved.
 - c. Legislative
 - i. No updates
 - d. Development
 - i. Amy Overby will be meeting with Greg and working to define needs for this committee in near future.
 - e. Nominating
 - i. Covered in Old Business section
6. Adjourn
 - a. 12:35PM

Respectfully Submitted by,

Cathy Holmes
Board Secretary