

The Dane County Humane Society
Board of Directors Meeting – March 21, 2017, 11:00 a.m.

- Attendees:** Cathy Holmes, Laura Murray, Amy Johnson, Joe Goode, Bridget Bush, Ellen McGuire, Sara Colopy, Amy Overby – by phone
- Excused:** Cris Marsh, Shirley Crocker
- Staff:** Pam McCloud Smith, Greg Rutzen
Guest Presenter: Jessica Marchant (Canine Behavior Team Supervisor)
- Guests:** None

1. Opening Business

- a. Called to order 11:05. No changes to agenda.
- b. No Audience comments
- c. Presentation by Jessica Marchant (Canine Behavior Team Supervisor)
 - i. Jessica with DCHS for 13 years, last 7 in Canine Behavior.
 - ii. Dog behavior is evaluated at the point of DCHS ownership for strays and after a couple of days in shelter for surrendered. All dogs evaluated.
 - iii. Team works at both enrichment and behavior modification. Enrichment activities have really helped over all behavior in kennel area.
 - iv. Jessica brought Leroy the dog.
- d. February 21, 2017 **open** meeting minutes were reviewed.
 - i. **Bridget moved to approve.** Laura seconded. **Motion carried.**

2. 2016 Audit and 990 Review

- a. Bridget reviewed the 2016 Audit report
 - i. Positive changes in cash, \$0 line of credit, expenses down
 - ii. Good control of operational spending, unqualified opinion
- b. Bridget review the draft of the completed 990
 - i. Identified how the 990 ties back to the audited financials
 - ii. Identified that stock gifts were missing from Schedule M
 - iii. Cathy moved to “**approve the 2016 990 Draft previously approved by the DCHS Finance Committee after the auditors correct schedule M.**”
 - iv. Ellen seconded
 - v. **Motion carried**

3. Regular Updates

- a. Executive Director Update – Pam
 - i. Wildlife Barn Remodel
 1. Cargill Foundation will be visiting to see both Livestock Barn and Wildlife remodel.
 2. Two issues were identified with Wildlife remodel
 - a. Need for Overhang and gutters

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- b. Need for privacy fencing
 - c. Handout was given regarding costs to complete
 - 3. Cathy moved to “approve up to \$30,000 to complete the specific improvements to the Wildlife Center, with the target to meet the \$25,000 budgeted amount.”**
 - a. Second by Sara
 - b. Motion carried.**
 - b. Development Update – Greg
 - i. Major gifts so far in March over \$100,000. Much improved performance over 2016.
 - ii. Spring appeal will combine with other spring mailings to 7,000 saving fees
 - iii. Developing new regular Board reporting format
 - iv. Toto’s – Due to success, looking for larger format for 2018
 - v. Good initial registration for Camp Pawprint.
 - c. Questions on current financials
 - i. Good beginning to year continues. Revenues up, expenses down.
4. Old Business
- a. Toto’s Gala Recap
 - i. Covered by Greg. Believe success is repeatable.
 - b. Nominations to BOD (13 Members allowed; 10 secured) – All
 - i. Reviewed the most recent updates to the working candidate list.
 - 1. Greg brought forward two names. Several additional names were added. Candidates will be contacted.
5. New Business
- a. DCHS Challenges and Successes
 - i. Postponed until April meeting.
 - ii. *Board member assignment – identify DCHS challenges and successes any time in last 10 years or so. Send to Cathy **no later than 3/31.***
 - b. When a Board Asks a Question: How we Approach Business (Handout)
 - i. Be sure and read before meeting with Heather in May
 - ii. Need to separate Governance from Operational Management
 - c. Planning for Interactive Board Session with Heather in April
 - i. Because of scheduling conflicts, this meeting will be moved to May
 - ii. All board members need to attend May meeting, if at all possible
 - iii. Basically retreat with Heather to discuss the Role of the Board and the Board’s interactions with operations
 - d. Meeting Schedule – postponed until April meeting
6. Committee Activity and Review of Missions – postponed until April meeting
- a. Board Operations (Cris)
 - b. Finance (Cathy)

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- i. Finance Committee's 2016 Annual Report, 2017 Goals and Charter update were reviewed with the Board. An additional goal was added regarding supporting committee / Board interaction.
 - c. Legislative (Joe/Ellen)
 - d. Development (Amy)
 - e. Nominating (Cathy)
 - i. Completed in Old Business section of agenda.
7. Adjourn to Closed Session
- a. 12:41PM

Respectfully Submitted by,

Cathy Holmes
Board Secretary