

**The Dane County Humane Society**  
Board of Directors Meeting – April 17, 2018 11:00 a.m.

**Attendees:** Laura Murray, Cathy Holmes, Amy Johnson, Sara Colopy, Maggie Premo

**Excused:** Joe Goode, Shirley Crocker, Joel Davidson, Lilly Bickers

**Guests:** Ash Collins, former Humane Educator and Nina Kenefick, new Humane Educator

**Staff:** Pam McCloud Smith, Amy Good

1. Staff Presentation - Humane Educator/Community Outreach Coordinator
  - a. Ash Collins, recently promoted to Donor Relations Specialist, and Nina Kenefick, newly promoted Humane Educator, joined the meeting with rats Frisbee and Fisel.
  - b. Education animals are selected based on their response to handling and interacting with people. They need to be small and enjoy being handled.
    - i. Currently have corn snake, guinea pig, bearded dragon, two rats and cockroaches.
  - c. Major areas
    - i. Camp Pawprint – 11 weeks this summer.
    - ii. Birthday parties
      1. Currently only children, but considering options for adults.
    - iii. Girl Scout Badge Workshops
      1. Three official badges.
      2. One unofficial shelter badge.
    - iv. Field Trips to DCHS
    - v. Tours and Presentations
  - d. In 2017, \$138,000 in revenue, 286 events and 393 attendees in 10-week Camp Pawprint.
  - e. So far, in 2018, 318 spots are already filled for Camp.
2. Opening Business
  - a. Official Meeting called to order 11:20AM.
  - b. March 20, 2018 meeting minutes to approve.
    - i. **Motion by Maggie to approve.** Second by Sarah. **Motion carried.**
3. Regular Updates
  - a. Executive Director Update
    - i. Pets for Life Program
      1. Moving forward, hired staff member committed to program.
      2. Attending training in California 4/18 – 4/20.
    - ii. Driveway Improvements
      1. Many potholes and issues with driveway.
      2. Solicited five bids for repairs of main drive in from Voges Road, worst area with most traffic.
      3. Bid from Four Lakes appears to be best option.
        - a. Handout of bid was reviewed
        - b. Well qualified
        - c. Added price breaks for DCHS
        - d. Cash balance is sufficient to cover expense
      4. **Cathy motioned that up to \$75,000 be used to repair the long main driveway.** Laura seconded. **Motion carried.**

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- b. Animal Statistics
    - i. No updates, reports sent.
  - c. Development Update
    - i. Amy reviewed her monthly report.
      - 1. Note typo in Humane Education section, February should read March.
    - ii. Development Team is starting to solidify.
    - iii. Basically on budget for revenue goals for 2018 to date.
    - iv. Recently submitted for several grants.
    - v. Working on the new/updated website.
      - 1. Need new board headshots and biographies.
  - d. Questions on current financials
    - i. Financials through March 31, 2018 were reviewed.
    - ii. Will work on adjustment to financials for recent large estate.
      - 1. If we remove recent large cash estate, still ahead of revenue budget, and expense still slightly under budget.
      - 2. Excellent results for first three month.
4. Old Business
- a. Board Interview and Appointments
    - i. Reviewed status of candidates per working list.
    - ii. No new updates.
  - b. Board Website Update
    - i. First step will be to get sections resorted so current comes up first.
    - ii. Long-term responsibility of Board Operations Committee.
5. New Business
- a. Review and Approval of 990
    - i. Reviewed content.
      - 1. Contains basically same information as audited financial statements, but in a different format.
    - ii. Identified program descriptions contained in filing and specific board information.
    - iii. Compared financial information to that in audit report.
    - iv. **Cathy moved that the 990 be approved as presented.** Laura seconded. **Motion carried.**
  - b. Board Committee Charter Review Deadline (July 31)
    - i. All board committees have a charter approved by the Board at one time.
    - ii. All Charters should be updated if necessary and prepared for board. Review at the August board meeting.
  - c. Board Vision Document Review and Approval
    - i. Postponed for May meeting.
    - ii. Pets for Life documents cover some very similar visioning. Might be good to review this information in terms of possibly improving the bullets in the Mission section.
    - iii. Bullets in this section have a lot of progress already so it might be time to take goals to the next level.
    - iv. Cathy will send out Pets for Life information for review by board members.
  - d. Annual Meeting Update

## **The Dane County Humane Society**

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- i. Wednesday, 6/27/18 at 5:30PM.
  - ii. Mandatory attendance.
  - iii. Shirley and Sara will update their board profiles as candidates.
6. Committee Activity and Charters
- a. Finance – 2018 Goals and 2017 Activity Report submitted to Board
  - b. Board Operations
    - i. Needs Chairperson.
    - ii. Current members include Shirley and Cathy.
  - c. No other updates
7. Adjourn
- a. Meeting was adjourned at 12:39PM.

Respectfully Submitted by,

Cathy Holmes  
**Board Secretary**