

**The Dane County Humane Society**  
Board of Directors Meeting – May 21, 2019 11:00 a.m.

**Attendees:** Joe Goode, Amy Johnson, Laura Murray, Cathy Holmes, Joel Davidson.  
Maggie Premo, Lilly Bickers, Sara Colopy, Julie Fagan

**Excused:** Mark Knipfer, Shirley Crocker

**Guests:** None

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

1. Call to Order
  - a. Called to order at 11:05AM
  - b. Audience Comments - none
  - c. March 19, 2019 meeting minutes to approve
    - i. **Motion to approve by Joel.** Second by Laura. **Motion carried.**
2. Facilities Tour and Discussion
  - a. Cat Housing Area
    - i. Sarah Byerley – Animal Operations Manager
3. Regular Updates
  - a. Executive Director Update
    - i. New phone system proposal.
      1. Handout given regarding bids for phone system replacement.
      2. Three companies gave quotes
      3. Staff recommends Digium solution (\$55,531 bid)
    - ii. Dog Quarantine / Isolation proposal
      1. Review of current facility issues has again raised the many issues relating to these spaces not being adequately separated.
      2. Bid of \$60,835 was received to correct these issues and improve this space.
      3. Is needed as soon as possible and will NOT need to change with any short-term future remodeling discussions underway.
    - iii. Current financials show DCHS with almost \$800,000 in cash available for use.
    - iv. **Julie Fagan moved that \$105,000 be approved for use in replacing the phone system with the Digium solution (\$60,000) and to move forward the remodel of the Quarantine and Isolation wards (\$45,000) as described in the bid by Engineered Construction, Inc.** Joel seconded. **Motion passed.**
      - 1.
    - v. Name Change Discussion
      1. Pam reviewed recent discussions with major donors regarding concern for the “Dane County” name, continuing to cause confusion with donors as to how DCHS is funded. Also sometimes associated with HSUS.
      2. Discussion on this same topic in 2008 and 2014.
      3. Will take a look at some of the previous materials including 2014 RFP response.

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4. Pam will check with Andi regarding possible ideas on how to forward with a possible rebranding in light of Capital Campaign for remodel and 100 year celebration.
  - b. Development Assessment – Five Year Recheck
    - i. Pam handed out an update from McDonald Schaefer regarding findings from reassessment of the 2014 Development Assessment
    - ii. Basically very positive results achieved over the five years
    - iii. Ready for next steps toward a capital campaign
  - c. Development Update – Amy
    - i. See monthly report
    - ii. Working on feasibility study for Capital Campaign
    - iii. Identifying projects to be included in donor interviews
  - d. Questions on current financials
    - i. Reviewed March financials
4. Old Business
- a. 990 Review and Approval
    - i. Cathy reviewed the critical information reported in the DCHS 990 for the 2018 year and discussed the relationship between to 990 (DCHS Tax return) and the Audited Financial statements for 2019.
    - ii. **Cathy moved that the board approve the 990 as presented for filing with the IRS.** Joel seconded. **Motion approved.**
    - iii. Pam was given the go ahead to file.
  - b. Annual Meeting
    - i. On Wednesday June 26<sup>th</sup>
    - ii. Everyone encouraged to attend
    - iii. Joe, Cathy, Laura, and Amy are running for re-election
  - c. Board Operations Committee Chair
    - i. Still open
    - ii. Laura will contact Rachel Rassmussen and see if she is still willing to help out with this committee.
5. New Business
- a. Workshop on Approach to Mission Statement Review
    - i. Discussed approach, clean slate with so many new board members
    - ii. Joe, Joel and Cathy will meet via conference call to discuss questions for group to prepare for discussion at next month's meeting.
    - iii. Joe will then send email to board members with questions
6. Committee Activity and Charters – no updates due to time
- a. Finance
  - b. Philanthropy
  - c. Nominating
  - d. Board Operations
  - e. Legislative
7. Adjourn
- a. Meeting was adjourned at 1:03PM

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Respectfully Submitted by,

Cathy Holmes  
**Board Secretary**