

The Dane County Humane Society

Board of Directors Meeting – November 18, 2018 11:00 a.m.

Attendees: Joe Goode, Shirley Crocker, Cathy Holmes, Joel Davidson. Laura Murray, Sara Colopy, Maggie Premo
Attending by Conference Phone – Lilly Bickers

Excused: Amy Johnson

Guests: None

Staff: Pam McCloud Smith, Amy Good, Aisha Jansen

1. Call to Order and Opening Business
 - a. Officially called to order at 11:04AM
 - b. October 16, 2018 meeting minutes to approve
 - i. **Motion to approve by Shirley.** Second by Lilly. **Motion carried.**
2. Staff Presentation – Laurie Ringquist (Customer Service & Volunteer Manager)
 - a. Brought Beatrix, a stray cat
 - b. Been with DCHS for 1 ½ years.
 - i. From Bloomington, Indiana
 - ii. Ran municipal animal shelter there
 - iii. Manages Volunteers, Adoptions and Front Office
 - iv. Majority of effort on fixing current day's issues, making progress toward daily goals and problem solving
 - v. Co-leading Thrift Store with Doug
 1. Hired 2 Part-time Thrift store coordinators.
 2. Soft open in January, Grand Opening in March
 3. Working to get donations right now
 - vi. Laurie is known for doing a Great Job at handling difficult situations with Customers
3. Regular Updates
 - a. Executive Director Update
 - i. Updates covered in monthly report
 - b. Animal Statistics – no additional update
 - c. Development Update
 - i. Review monthly report
 1. Discussed need for goals / targets and comparison of accomplishments to those goals
 2. Specifics regarding activities rather than generalities, like numbers of donor asks scheduled, not "lots"
 3. Same feedback for the PR / Advertising budget
 - ii. Covered event dates for 2019
 - iii. Discussed difficulty in getting qualified candidates for open Associate Director of Development position
 1. Working on national posting
 2. Discussing with McDonald Shafer
 - d. Questions on current financials
 - i. Review annual progress through October. Still on target
4. Old Business

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- a. Plan for Marketing Discussion
 - i. Looking at February timeframe, following Mission / Vision
 - b. Plan for Mission – Vision
 - i. Looking at January timeframe
 - ii. Hoping to hold off for new Director candidates in process
 - iii. Also hoping to review historical information on DCHS's last 20 years as input into Mission - Vision
 - c. Plan for Chapter 173 Seminar
 - i. Looking at December, if Joe's travel schedule will cooperate
5. New Business
- a. Killing Contests Letter – HSUS
 - i. Reviewed request and feedback from WFHS
 - ii. Will table this for now to maximize impact of feedback from DCHS
 - b. Monona Bank Resolution
 - i. Reviewed resolution requested by Monona bank
 1. **Motion to approve resolution by Cathy.** Second by Joel.
Motion carried.
 - c. Vanguard Resolution
 - i. Review resolution requested by Vanguard
 1. **Motion to approve resolution by Cathy.** Second by Laura.
Motion carried.
6. Committee Activity and Charters
- a. Finance – Finalizing Dane County contract forms and performance update from UBS.
 - b. Philanthropy – Finalizing date of first event in February and ensuring consistent marketing message
 - c. Nominating – Two candidates in progress, Mark Knipfer and Julie Fagen
 - d. Board Operations – no update, Maggie is considering chairing
 - e. Legislative
 - i. Maggie and Joel will be meeting with Pam regarding interaction with and agendas of other organizations
7. Adjourn to Closed Session
- a. Meeting was adjourned at 11:45AM.
8. Reconvene from Closed Session at 12:55PM.
9. 2019 Budget
- a. **Motion by Cathy to approve the budget as finalized in Closed Session.**
Second by Shirley. **Motion carried.**
10. Adjourn
- a. Meeting was adjourned at 12:58PM

Respectfully Submitted by,

Cathy Holmes

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Board Secretary