

**The Dane County Humane Society**  
Board of Directors Meeting – August 15, 11:00 a.m.

**Attendees:** Cathy Holmes, Laura Murray, Shirley Crocker, Bridget Bush, Joe Goode, Amy Johnson

**Excused:** Lilly Bickers, Sara Colopy, Amy Overby

**Staff:** Pam McCloud Smith, Greg Rutzen  
Guest Presenter: None

**Guests:** Sarah Linn

1. Opening Business
  - a. Called to order 11:10
  - b. Welcomed Sarah Linn as audience member
  - c. July 18, 2017 meeting minutes to approve
    - i. **Laura moved to approve.** Shirley seconded. **Motion carried.**
2. Regular Updates
  - a. Executive Director Update
    - i. AMS remodel is expected to be completed by 8/18 and clinic put back together. Went very well.
    - ii. Handout – Program Services and Partnership handout was given to all. Created by Pam and Leadership team to summarize offerings.
      1. Updates will be given as needed.
      2. Will be sent electronically to all board members.
    - iii. Dustin leaving. Looking at different options for replacement.
    - iv. Cat promotion coming soon.
      1. Cat space is tight.
      2. Large cat population later this year than others.
    - v. Pam confirmed that updated matrix of euthanasia reason will be sent when finalized and approved.
  - b. Greg Rutzen – Development Update
    - i. Since 7/1 – 19 gifts of \$1,000 or more totaling \$290,966
    - ii. Estate of \$226,000
    - iii. Spring appeal over \$36,000, surpassed target goal.
    - iv. Bark and Wine update
      1. VIP tickets already sold
      2. 169 of 240 regular tickets sold.
      3. Up 2 sponsors from last year.
      4. Looking for donations of top wins for wine pull (\$50 - \$100 bottle)
  - c. Financials
    - i. Development revenue \$157,300 under budget to date. Greatest shortfalls
      1. Donations, Major Gifts and Grant Income
    - ii. Personnel costs \$231,500 less than budget.
    - iii. End result is better than budget performance so far, however savings in personnel not expected to continue at same pace.
3. Old Business
  - a. Nominations to BOD
    - i. Cathy is scheduling meeting with Gillian Carter

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- ii. Cathy is meeting with Joel Davidson. He has completed membership
  - iii. Cathy will meet with Maggie Premo. Application materials sent to board for review. She is a member. Seems motivated.
  - iv. Amy Manthey still possible for September/October time frame.
  - v. Need update from Sara regarding teacher at the Vet School
  - b. Joe and Greg are working on educational opportunities to help interested board members learn more about roles for Board in Development.
  - c. Pam's Review
    - i. Expect to complete at September meeting.
4. New Business
- a. Board Resolution on Estate Settlement
    - i. Board resolution was presented to empower Pam to settle an estate.
    - ii. **Motion by Cathy to approved.** Second by Laura. **Motion approved.**
  - b. Bark and Wine Update
    - i. Given in Greg's update
  - c. Position and Policy Statement Review
    - i. Rabies Vaccinations
      - 1. **Motion to approve with no changes by Laura.** Second by Cathy, **Motion approved.**
    - ii. Dangerous Dogs
      - 1. **Motion to approve with no changes by Cathy.** Second by Laura. **Motion approved.**
    - iii. Companion Animals at Large
      - 1. **Motion to approve with no changes by Cathy.** Second by Shirley. **Motion approved.**
5. Committee Activity and Charters
- a. Board Operations (Cathy)
    - i. Pam, Cris, Randy will start discussing way to incorporate board web page into DCHS web site.
  - b. Finance (Cathy)
    - i. 15 year Anniversary
  - c. Philanthropy (Amy)
    - i. No Updates
  - d. Nominating (Cathy)
    - i. Update in Old Business
6. Adjourn
- a. Meeting was officially adjourned at 12:20PM.

Respectfully Submitted by,

Cathy Holmes  
**Board Secretary**