

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

Attendees: Cathy Holmes, Bridget Bush, Amy Johnson, Lilly Bickers, Laura Murray
(by conference phone)

Excused: Sara Colopy, Joe Goode, Shirley Crocker

Staff: Pam McCloud Smith, Greg Rutzen, Eric Holsinger (Foster Coordinator)

1. Opening Business

- a. Called to order 11:02
- b. Agenda was modified to include (2)(d) Vetter Estate and move Financial questions to (2)(e).
- c. Staff Visit: Eric Holsinger (Foster Coordinator)
 - i. Handles all foster issues, working under Jessica Christensen
 - ii. Needs for foster homes come to him and he matches them and supports foster families during the process.
 - iii. 475 animals in foster care in 2016, over 300 already in 2017, mostly kittens
 - iv. Handles the SAAV partnership also
 - v. Pam commented that Eric has really got the foster program in great shape
- d. September 19, 2017 meeting minutes to approve
 - i. **Motion by Bridget to approve.** Second by Amy J. **Motion carried.**

2. Regular Updates

- a. Executive Director Update – Pam
 - i. Donor lunch
 1. Need RSVPs for remainder of board
 2. Table assignments will be sent to board members
 - ii. Mounds Program Update
 1. Tim retiring. Pam meeting with Katy and Kody for hand off.
 2. DCHS nominated Mounds for NFRP philanthropy award and they won.
 - a. Presentation next week
 - b. Will mention this at Donor Lunch
 - iii. Revised Pet Matrix
 1. Pam handed out the revised guidelines and how they are used
 2. Please let her know if questions.
 - iv. Other updates
 1. Dane County Contract
 - a. Thanks to Finance Committee for their help. An initial proposal with new pricing was sent to Doug at Dane County
 - b. Positive responses so far.
 - c. New process for 2019, so will need a new master contract
 - d. Doug will contact Pam early in 2018 to begin the process
 2. Pam contact by a woman from South Carolina regard Thrift Shop
 - a. Woman volunteered in SC and ran Thrift Shop, wants to help here.
 - b. Pam referred the issue to Joe.
- b. Animal Statistics – Pam
- c. Development Update – Greg

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- i. \$31,000 missing from September revenue numbers from Bark & Wine due to timing. Good results overall from the event.
 - ii. Kim Jensen and Giving Tuesday (11/28).
 1. A handout of the proposed Sample Post was given to all.
 2. Proposing matching funds of \$15,000
 3. Would require \$5,000 from the Board.
 - a. Want to say the entire board supports Giving Tuesday with matching funds.
 - b. Asked if Board could give a collective gift to add to matching funds.
 - c. Discussion followed regarding the amount board members should be asked to donate versus getting all to participate.
 4. **Motion by Amy J that the Board participate in donating to the matching fund with each member to contribute at their own amount level.**
 5. Second by Lilly
 6. **Motion carried.**
 - iii. Amy Good and Greg are creating a pipeline report for five quarters of expected donations
 - iv. Kim is also working on taking the \$300 – \$500 donors to the \$1,000 level
 1. Large number of donors in this category.
- d. Vetter Estate
- i. A written resolution is now being required of the Board regarding the use of funds once they are received and put into the new UBS account.
 - ii. Resolution will acknowledge bequest and purpose as set forth in Vetter's Will.
 - iii. Joe, Cathy and Pam are working on the resolution and the board will need to approve it, possibly by email, in order to get the funds.
- e. Questions on current financials
- i. Cathy reviewed. Under budget in expenses (\$301,000). Under budget in revenue (\$131,000) so still in good shape per budget.
 - ii. Reviewed the monthly Dashboard graphic
 1. Asked if others would review and bring any questions forward so it is a useful tool.
3. Old Business
- a. November Board Interviews and Appointments
 - i. Maggie Premo coming to November Board meeting
 1. Agreed that she will be offered the opening with a 2020 expiration date, same as Joel.
 - ii. Amy Manthey is not yet scheduled
 - iii. Joel Davidson coming to November Board meeting
 - iv. Others for future consideration
 1. Will get through these and then set next steps.
 - b. Bark & Wine Results
 - i. Covered in Greg's reporting
 - c. Status of Web Portal Implementation (Goode's 9-19-17 Email to Pam)
 - i. Need to finalize exactly who is having what problems so can decide what solution is needed.

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- ii. Cathy – OK, Shirley – OK, Lilly – OK, Bridget – OK, Amy J – needs password, Laura – has trouble from work, Joe – has trouble from work, Sara – unknown
 - iii. Agreed structure is not bad, not looking to revise anything at this time, just deal with access issues.
4. New Business
- a. Amy Overby resigned from board due to work demands
 - b. Officer election (annual requirement) will be handled at November election, allowing new members to join
 - c. 11-7-17 In Business “Women of Industry” Award Program for Pam
 - i. Congratulations to Pam for being one of the award recipients.
 - ii. Nominated by Amy Good. Luncheon on 11/7
 - d. Philanthropy Committee Chair Appointment
 - i. Discussed Lilly chairing this committee
 - ii. She will contact Amy Overby for background on where things stand at this time.
 - e. Board Operations Committee Chair Appointment
 - i. Will wait for after new board members join.
5. Committee Activity and Charters
- a. All updates already covered in meeting
6. Adjourn
- a. Meeting was officially adjourned to Closed Session at 12:13PM.

Respectfully Submitted by,

Cathy Holmes
Board Secretary