

The Dane County Humane Society

Board of Directors Meeting – December 17, 2019 11:00 a.m.

Attendees: Lilly Bickers, Joe Goode, Cathy Holmes, Amy Johnson, Shirley Crocker, Joel Davidson, Lilly Bickers, Mark Knipfer
By Conference Phone: Laura Murray

Excused: Sara Colopy, Julie Fagan, Maggie Premo

Guests: None

Staff: Pam McCloud Smith

1. Call to Order
 - a. Called to order at 11:10AM
 - b. Approve agenda
 - c. Approve November 19, 2019 meeting minutes
 - i. **Motion to approve amended minutes by Joel.** Second by Shirley.
Motion carried.
2. Regular Updates
 - a. Development Updates – Amy
 - i. Toto's coming fast, working on sponsors, need replacement for National Guardian \$5,000
 - ii. End of year looking good for targets / budget amounts
 - iii. On target for Direct Mail fund-raising
 - iv. Capital Campaign needs one more feasibility study to be completed. Planning for report to board in January.
 - b. Executive Director Update – Pam
 - i. Thrift shop
 1. Found different West Side location
 2. Desire to maintain West side location rather than move to East side
 3. Discussed five-year lease versus building purchase
 4. **Motion by Cathy**
 - a. **Authorize Pam to enter into 5 year lease through realtor requesting also Right of First Refusal for purchase option for at least 60 days**
 - b. Second by Shirley
 - c. **Motion approved** after additional discussion
 - d. Pam will continue to follow up on pros and cons of possible building purchase, even though lease is executed
 - c. Questions on Current Financials
 - i. Financials through November reviewed. Looking good for year end. Well into black.
3. Old Business
 - a. Discussion and Approval of 2020 Budget
 - i. Handed out last month. No further questions
 - ii. **Motion by Joel**
 1. **Approve 2020 budget as presented**

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2. Second by Lilly
3. **Motion approved.**
- b. Discussion and Final Approval of Mission-Vision-Values Statement
 - i. The final draft created by Cathy and the final draft updates by Elizabeth and Amy were reviewed.
 - ii. Discussion lead to the creation of the Final Draft as documented in the new DCHS Vision-Mission-Value statement (dated 12/17/19).
 - iii. **Motion by Laura**
 1. **Approve Final Draft as presented**
 2. Second by Shirley
 3. **Motion carried**
- c. Board Operations Committee Chair
 - i. Joe will talk further with Maggie. Cathy would assist.
4. New Business
 - a. Animal Shelter Marketing
 - i. Discussed creation of DCHS Marketing plan by Development group
 - ii. Amy Good will present plan to Board at February Board meeting
 - iii. Amy Johnson is available to consult or participate as needed.
 - b. Update on major donor
 - i. Pam updated the board on the health concerns for a major donor
 - ii. Board created card and sent get well wish to be delivered by Pam
5. Committee Activity
 - a. Finance – no December meeting, met with UBS in November
 - b. Philanthropy – all quiet during Holidays
 - c. Nominating – no updates, will ID Julie Fagan recommendation for added board member
 - d. Board Operations – vacant
 - e. Legislative
 - i. Joel updated the group on Holly Hill Putnam's struggles to get her rehabilitation license renewed
 - ii. Joel is working with her to finalize why it was denied by Town of Windsor
 - iii. This would have a very negative impact on our Wild Life rehab programs if denial cannot be overturned
 - iv. More information to come
 - v. Joel will work with Joe Goode as needed
 - vi. Draft budget presented.
 1. Balanced budget without Capital Campaign revenue or expense
 2. Standard amounts used in Estate planning as in previous years
 3. Any questions should be sent to Pam in advance of December meeting to facilitate approval at that meeting.
 4. Plan to approve budget at December Board meeting.
6. Adjourn
 - a. Meeting was adjourned at 12:45PM.

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Respectfully Submitted by,

Cathy Holmes
Board Secretary