

# The Dane County Humane Society

Board of Directors Meeting – June 16, 2020 11:00 a.m.

**Attendees:** Joe Goode, Cathy Holmes, Amy Johnson, Julie Fagan, Shirley Crocker, Mark Knipfer (left meeting at 11:50AM), Maggie Premo, Laura Murray, Joel Davidson, Lilly Bickers

**Excused:** Sarah Colopy

**Guests:** Joy Cardin

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

Note – This entire meeting occurred using video and/or phone conferencing.

1. Call to Order
  - a. Called to order at 11:02AM
  - b. Approve May 19, 2020 meeting minutes
    - i. **Motion to approve minutes by Joel.** Second by Lilly. **Motion carried.**
2. Board Member Interview and Nomination – Joy Cardin
  - a. After interview and discussion, Joy was asked to join the board of directors.
  - b. **Motion by Julie to ask Joy Cardin to join the DCHS Board of Directors in the open seat expiring 2022.** Second by Joel. **Motion carried**
  - c. Joy then joined the board as a director for the remainder of the meeting.
3. New Business
  - a. Thrift Store Update and Building Purchase
    - i. Thrift store is set up and ready to go. Previously open by appointment only 2 days per week.
      1. This week open 3 days per week with no appointments needed
      2. After Covid-19 issues resolved, planned schedule is for 7 days per week
        - a. 11AM – 7PM on Weekdays
        - b. 11AM – 5PM on Weekends
      3. Fixtures all set up and signage up
      4. Small concerns regarding size of parking lot, but unknown until have more shoppers
      5. Will review zoning in relation to other uses of building over long-term
      6. Pam will move forward appraisal on building as needed before purchase decision finalized.
      7. Also needed for purchase
        - a. Phase 1 environmental report
        - b. Property survey
      8. Review rent versus purchase pros and cons identified in handouts given
      9. Further discussion at future board meetings.
4. Regular Updates

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- a. Executive Director Update – Pam
    - i. Covid-19 update – Dane Forward moving into Phase 2
      - 1. DCHS will be start again taking transfers
      - 2. Trial run today from Richland County
      - 3. Restarting volunteer program on a very small basis
        - a. One volunteer per shift
    - ii. Social Justice
      - 1. HSUS presentation is being given to staff tomorrow.
  - b. Development – Amy Good
    - i. Development still going pretty well with on-line work
    - ii. Virtual Camp Pawprint started yesterday – slow start
    - iii. DogtoberFest 2020 Cancelled
    - iv. Bark and Wine is the event of focus with virtual attendance
    - v. Working with Forward Dane requirements for next steps for events
  - c. Financial Update
    - i. Reports will be sent shortly. Just finished.
    - ii. Revenue
      - 1. Under budget by over \$350,000
    - iii. Expenses
      - 1. Under budget by \$90,000
    - iv. New Income under budget by almost \$270,000
      - 1. Investments unrealized loss of \$\$240,000 as of end of May
5. New Business (continued)
- b. Board Evaluations
    - i. Every year each board member asked to complete the following
      - 1. Board evaluation
      - 2. Self-evaluation
      - 3. Board member agreement
    - ii. *Please complete these and send to Cathy no later than 6/30/2020.*
6. Old Business
- a. DCHS Position Statements
    - i. All updated DCHS Board Position Statements were sent out identifying all changes made.
      - 1. **Motion by Maggie to approve the updated Position Statements as presented.** Second by Amy Johnson. **Motion carried.**
  - b. DCHS Policy Statements
    - i. All updated DCHS Board Policy Statements were sent out identifying all changes made.
      - 1. **Motion by Julie to approve the updated Policy Statements as presented.** Second by Joel. **Motion carried.**
7. Old Business
- a. Board Member Recruiting
    - i. Amy Manthey

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1. Cathy will move forward with invite in late summer assuming Amy continues to participate in Finance meetings.
  
8. Committee Activity
  - a. Finance – meeting tonight
  - b. Philanthropy – on hold
  - c. Nominating – see above
  - d. Board Operations
    - i. Maggie Premo took over as Chair of committee
  - e. Legislative – no update
  
9. Adjourn
  - a. Meeting was adjourned at 12:30PM.

Respectfully Submitted by,

Cathy Holmes  
**Board Secretary**