

The Dane County Humane Society

Board of Directors Meeting – October 20, 2020 11:00 a.m.

Attendees: Shirley Crocker (joined 11:30), Joe Goode, Cathy Holmes, Amy Johnson, Julie Fagan, Mark Knipfer, Joel Davidson, Joy Cardin, Sarah Colopy, Laura Murray (left Noon, rejoined 12:45), Lilly Bickers (left 12:51), Maggie Premo (left 1:15)

Excused: None

Guests: None

Staff: Pam McCloud Smith

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

1. Call to Order
 - a. Called to order at 11:09AM
 - b. Approve September 15, 2020 meeting minutes
 - i. **Motion to approve minutes by Amy Johnson.** Second by Lilly Bickers.
Motion carried.

2. Regular Updates
 - a. Executive Director and Development Update – Pam
 - i. Covid
 1. Continuing to operate while Covid case numbers rise in Dane County.
 2. 2 staff tested positive, no apparent spreading to anyone at DCHS
 - ii. Community Dog Event
 1. This coming weekend
 2. Focusing on food, supplies and medications
 - iii. Bark and Wine
 1. \$35,000 more raised than last year
 2. Covered loss for Dogtoberfest cancellation
 3. More attendees than ever, 511 compared to 287 last year
 4. Over 200 households saw life feed from event
 5. Likely to include virtual components in events in future
 - iv. Year End Appeal
 1. Moving forward as targeted
 2. Not expecting any major increase in revenue
 3. Hopeful to at least meet goals
 - b. Animal Statistics – Pam
 - i. Sent out via email
 - c. Bark and Wine Recap – Pam
 - i. Given during ED report
 - d. Financial Report – Cathy
 - i. Loan forgiveness for PPP money of \$569,700 received.
 1. Will be booking as revenue
 - ii. Even without PPP money, cash balance over \$800,000
 - iii. Once PPP forgiveness booked, will be in black for 2020
 - iv. Year-end appeal still coming along with some estate moneys.

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Board of Directors Meeting – October 20, 2020 11:00 a.m.

- v. Major impacts of Covid in revenue - \$415,000 below budget
 - 1. Adoption services due to less animals
 - 2. Education due to extremely reduced Camp Pawprint
 - vi. Expenditures less than budgeted by over \$200,000
3. New Business
- a. X-Ray Equipment - Pam
 - i. Five years ago, obtained refurbished first X-ray machine
 - 1. Needs repairs in the range of \$5,000
 - ii. Looking to purchase new machine recommended by UW Vet School
 - iii. X-ray used A LOT. Especially for wildlife diagnosis.
 - iv. Machine plus 7-year warranty \$65,610 (includes \$7,000 discount)
 - v. Life span 10 – 15 years
 - vi. **Motion to approve the purchase of new X-Ray equipment for \$65,610 by Cathy Holmes.** Second by Joel Davidson. **Motion carried.**
 - b. Covid and 2021 Budget Input – Pam
 - i. Should 2021 budget be based on Covid impacts or not?
 - ii. Discussion on impact of each type of budget
 - 1. Could two budgets be done – large amount extra work
 - iii. Will put together budget based on normal operations, but identify areas at most risk for Covid impact
 - c. Randy Skiles Lift Insurance Resolution
 - i. Resolution directing Pam to handle these funds was presented to the board for approval
 - ii. **Motion by Joe Goode to approve the presented resolution.** Second by Julie Fagan. **Motion carried.**
 - d. Update on Investment Policy Statement – Cathy and Mark
 - i. Changes to IPS by Finance committee were reviewed with the Board
 - 1. Bucket approach to investing
 - 2. More focused on risk reduction
 - 3. Separation of Investment advisor and Asset Manager
 - ii. Next steps to finalize IPS with Finance Committee then to share with UBS
 - e. Draft Charter for Legislative Committee
 - i. Identified proposed new charter document
 - ii. Purpose of committee is to identify and advance a legislative agenda, working with other animal groups
 - iii. Committee members should have direct contact with others in the industry that bring forward many of the legislative issues
 - 1. Need to complete introductions for committee members
 - iv. Committee to propose final charter next month, November.
 - v. Joe to send finalized position statements to Maggie
4. Old Business
- a. Diversity and concept for Broader Discussion – Joe
 - i. Discussions with Chief Diversity Officer of UW Health – Shiva Bidar, to possible talk with DCHS Board regarding ideas on how to achieve diversity on a board.
5. Committee Activity – skipped at this meeting due to time constraints
- a. Finance

The Dane County Humane Society

Board of Directors Meeting – October 20, 2020 11:00 a.m.

- b. Philanthropy
 - c. Nominating
 - d. Board Operations
 - e. Legislative
6. Adjourn to Closed Session
- a. Meeting was adjourned at 12:51PM.

Respectfully Submitted by,
Cathy Holmes
Board Secretary