

# LINCOLN COUNTY HUMANE SOCIETY

## ANNUAL MEETING

February 17, 2011 5:00 p.m.

Community Room, T. B. Scott Free Library – Merrill, WI

**Executive Committee Members Present:** Jennifer Moore, Patrick Hoerstmann, Kari Kercher, Johanna Hoerstmann

**Board Members Present:** Tina Larson, Susan Taylor, Sarah Litzer

**Appointees Present:** Kandy Peterson, Ramona Pampuch

**Staff Present:** Liz Friedenfels

**Absent:** Jerry Melvin

**Public Present:** Darla Sann, Rhonda Kanitz

Meeting was called to order at 5:00 p.m. by President Jennifer Moore.

**Discuss/Approve Minutes from previous meeting:** Kandy Peterson moved to approve the minutes, Patrick Hoerstmann seconded the motion. Typographical error noted under “Annual Meeting/New Board Members.” Motion carried.

**Discuss/Approve Financial Report:** Sarah Litzer moved to approve, Kandy Peterson seconded the motion. Jennifer Moore explained how she reformatted the financial report and denoted the newest line items, reminding the board that the budget will need to be amended to show those line items. Extensive discussion ensued regarding operating expenses vs. funds received. Motion carried.

**Shelter Report:** We are very low on cats; dog numbers have been low as well. This has given the staff a reprieve. The Lincoln Hills cadets have come three times to shovel the outside pens, freeing them for dog use. As arranged with Dr. McCarthy, a shelter cat was taken in to be spayed this week at a reduced (“spay-me”) rate. Petsmart is still carrying out a trial run with Langlade County for the month, and if successful, we will have to share the adoption center space there with them. Petsmart had been charging ½ price through the end of the month, so to be competitive, the shelter is doing likewise. Petsmart would also like to run regular weekend adoptathons with dogs. Kari Kercher mentioned that there may be an opportunity to keep adoptable animals in the new facility that My Feed Store is building in Tomahawk. Concern was expressed about exotic animals being sold at My Feed Store and the potential for those animals being surrendered to us. (Discussion occurred later regarding Petco and the pending arrangements for placing adoptable cats in a pre-fab adoption facility there. There needs to be some consistency in our procedures at both Petsmart and Petco.) The report was approved.

**Presentation to Membership:** Jennifer Moore explained the various pie charts prepared to show our animal statistics for the year, including animal intake numbers, stray vs. surrender numbers, and outflows.

Relative to the budget, Jennifer Moore pointed out that in 2009 we made gains of roughly fourteen thousand dollars but in 2010, we ran a deficit of over ten thousand dollars, nearly negating the 2009 gains. The major expense categories exceeding budget this past year were animal-related expenses, the medical supplies expenses, payroll and overall shelter expenses. It was, however, noted that donations in 2010 were phenomenal. Our three major income categories are municipal contracts, animal-related income, and donations and fund-raising. Government funding provides less than 25% of our operational support.

Jennifer Moore discussed the results of the **S.W.O.T.** analysis conducted at the last board meeting.

**Strengths:** Community support has grown and we wish to continue nurturing those supportive relationships. Our staff experiences little turnover & volunteers are consistent in their efforts. In addition, the board stands behind the LCHS mission and coordinates all of these strengths toward that common purpose.

**Weaknesses:** Memberships are down, perhaps due to the general economy. Kari Kercher mentioned a possible “hang-up” situation with membership payments made online. Funding is and always will be a major concern.

**Opportunities:** Applying for grants will help us financially. Working with a new accountant toward better control of our funds, improving the budgeting process, and defining long-range goals will help secure our future needs. Continuing to educate and train our staff will add value to the public services we provide. Communicating better with the public as well as internally will benefit us in all these major areas of concern.

**Threats:** Losing public trust and support continues to be our main concern. We do not currently have enough volunteers involved in our major fund raising events.

### **Election of Board Members:**

Jennifer Moore called for nominations for Board Member from the membership; none were made.

**Election of Officers:** Jennifer Moore noted that offices are held for a period of one year.

**President** – Kari Kercher nominated Patrick Hoerstmann for President, Tina Larson seconded, Pat accepted. No other nominations were made. Ramona Pampuch moved to unanimously elect Patrick Hoerstmann as President, seconded by Kandy Peterson. Motion carried.

Vice-President – Kari Kercher nominated Tina Larson, Sarah Litzer seconded, Tina Larson accepted. No other nominations were made. Sarah Litzer moved to unanimously elect Tina Larson as Vice-President, seconded by Kari Kercher. Motion carried.

Treasurer – Patrick Hoerstmann nominated Kari Kercher, Sarah Litzer seconded, Kari Kercher accepted. No other nominations were made. Kandy Peterson moved to unanimously elect Kari Kercher as Treasurer, seconded by Patrick Hoerstmann. Motion carried.

Secretary – Johanna Hoerstmann nominated Sarah Litzer, seconded by Patrick Hoerstmann, Sarah Litzer accepted. No other nominations were made. Patrick Hoerstmann moved to unanimously elect Sarah Litzer as Secretary, seconded by Johanna Hoerstmann. Motion carried.

**Bylaws:** A reading of the bylaws at this meeting was dispensed with considering that they were read in full at the last board meeting and have since then been posted on the website as well. It was noted that the primary change prompting a need to revise the bylaws was that clarification of the quorum requirements was needed. This has now been addressed. Patrick Hoerstmann moved to approve the bylaws, Kandy Peterson seconded the motion. Motion carried.

**Public Comment:** Rhonda Kanitz asked about the procedures we have arranged enabling the public to use Spay-Me services in coordination with the shelter's use of Spay-Me. There is still concern about the impact this may have on our budget.

Darla Sann asked if there had been consideration of further limiting the hours that the shelter is open to the public in order to cut costs. Patrick Hoerstmann and Liz Friedenfels noted that this required more information but was worth considering.

**Future Agenda Items:** Patrick Hoerstmann said we all should look at the transition list in order to re-distribute the tasks according to our own skill sets. Rhonda Kanitz will continue to do the newsletter if we wish: the next issue is due out April 1<sup>st</sup>. Additional items include: Spay-Me program, snap testing program, redemption fee, shelter (open) hours analysis.

**Set next meeting date/time:** Thursday, March 17, 5 p.m. in Basement Conference Room at Merrill City Hall