

## LINCOLN COUNTY HUMANE SOCIETY BOARD MEETING

October 21, 2010 at 5:00pm

Basement Conference Room

City Hall – Merrill, WI

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

**Board Member Present :** Sarah Litzer, Tina Larson, Susan Taylor, Jerry Melvin

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

**Staff Present:** Rob Ball

**Absent:** Mary Hofele

**Public Present:** none

Meeting was called to order at 5:10 by President Jennifer Moore.

**Discuss/Approve Minutes from previous meeting:** Jerry motioned to approve the minutes, Pat seconded the motion. Board voted to approve.

**Discuss/Approve Financial Report/Budget:** Kandy motioned to approve the financial report, Kari seconded the motion. Jennifer, Pat and Kari put together the 2011 budget. Jennifer forwarded the proposed budget to the county the beginning of October. Payroll is over budget significantly. Pat stated we will need to base the hours on demand. He also emphasized we cannot compromise the quality of care the animals receive due to the budget. Jennifer stated the medical supplies category is also over budget. Part of this is due to the snap testing, something that has not been done in the past at the shelter. Fundraising is coming in under budget. The county denied our request for additional funding, however the county will maintain the LCHS parking lot. Jennifer feels our 2011 budget is much more accurate due to having valid historical data, something we did not have in the past. Board voted to approve. Pat motioned to approve proposed budget, Sarah seconded the motion. Board voted to approve the proposed budget for 2011.

**Discuss Accountant:** Pat, Jerry and Kari met with Kathy from RAJ Services. She showed examples of balance sheets which were very easy to understand. Kathy is not a CPA therefore would be unable to submit our tax returns. Jennifer would like to continue to have Liz doing the books. Jennifer would like Kathy to help educate us with give us business sense and ideas.

**Shelter Report:** Rob provided the shelter report in Liz's absence. Cat numbers are up and we are full on dogs. Euthanasia numbers were questioned. Rob stated the cat euthanasia numbers were high due to illness. Pat questioned why the adoption numbers were low. Pat also questioned if we are still working with the rescues. Rob stated they just sent a couple older cats to OARS. Susan stated we start Petsmart in November which will increase adoption numbers. Jerry mentioned we should review pricing on an

annual basis. Tina questioned redemption fees. Rob stated it is not being enforced. Jennifer would like to discuss this as an agenda item for next meeting. Rob presented a list of new responsibilities the staff is now having to do in Liz's absence. The staff would like to be reimbursed for their new responsibilities. There have been payment concerns regarding the "Spay Me" program. Pat suggested a check off sheet the staff could complete to simplify the process. It has been decided to increase the fee for public cats to \$50 to offset costs for pain medication and Revolution some cats may be receiving. Johanna questioned if the public will take advantage of the "Spay Me" program if the fee increases to \$50.

**Fundraising Update:** Johanna gave an update on the banquet. Jaycees raised \$200 at a brat fry for the LCHS. Kari has been doing bake sales. "Paws for a Cause" will be our final fundraiser for the year. Johanna will be distributing the paws to local businesses in Merrill and Tomahawk. Jennifer would like to have a fundraising meeting during the month of November and create a comprehensive plan for next year. Susan stated there is a lot of grant money to be had if we changed our policy and had all of our animals spayed/neutered before they are adopted.

**STAR Foundation Update:** Tina has not heard from Paul. The STAR Foundation meets quarterly and this could be the reason Tina has not been contacted.

**Future Agenda Items:** Grants, Animal Fee Structures, STAR Foundation, Discuss Accountant, Update on dog walker vests/staff logo

**Set next meeting date/time:** November 18, 2010 5:00pm Basement Conference Room City Hall, Merrill

Pat motioned to adjourn, Tina seconded the motion. Meeting adjourned at 7:50pm.