

HUMANE SOCIETY OF HURON VALLEY
Minutes of Board of Directors Meeting
February 25, 2008

Present: Lucia Brewer, Nancy Culotta, Peter Fink, Mark Heusel, Diana Kern, Jane Lumm, Robert Tetens, Mike Walsh, Teresa Welsh, Dennis Wojcik

Absent: Jared Collins, Del Dunbar, Anne Ferris, Diane Heidt

Others Present: Tanya Hilgendorf, Deb Kern, Jenny Paillon

Email Motion and Vote

- An email motion was made and accepted prior to the scheduled board meeting. Tanya Hilgendorf distributed the land purchase agreement via email.
- Jane Lumm motioned to approve the purchase agreement with Mark's changes (the draft provided by Tanya) and following approval by the entire Board, transmit the purchase agreement back to UM. Lucia Brewer supported. All approved.

Bob Tetens called the board meeting to order at 6:03 pm.

Minutes Approved

- Diana Kern motioned to approve the January 28, 2008 Board meeting minutes. Nancy Culotta supported. All approved with minor corrections as discussed.

Treasurer's Report – reported by Mike Walsh

- The January 2008 financial reports were reviewed and discussed. The Board asked to have the dollar amount noted along with percentages in the budget narrative. The narrative is wonderful and the Board appreciates having it. Through January we are on budget for revenue and just slightly above budget on expenses. We transferred some funds to our trust account. Overall Balance Sheet is strong. Regarding capital campaign expenses, these are not paid from our agency contribution. Our contribution will be held until needed.
- Diana Kern requested clarification of the Fairy Godmother fund. Deb responded that this is used for serious medical needs for adoptable animals. It is a fundraising vehicle and is a designated donation. Deb is working to potentially find a corporate sponsor for the fund. We do some press releases and related animal stories to promote. It is also available on our new Convio donation pages on the website.
- The Maddies Fund grant monies are for our transition to the new shelter software.

- Jane Lumm suggested a column be added to the Shelter Disbursements reports for the project budget of each line item. Tanya responded this is a good idea and we will do when we have the final budget. Mark Heusel stated the contractor will need to use the AIA forms, which will contain that information and will not require additional work by staff to report. The County will dispense money once we have title of the land.
- Jane Lumm motioned to accept the Treasurer's Report. Dennis Wojcik supported. All approved.

Director's Report – reported by Tanya Hilgendorf

Tanya introduced Jenny Paillon the new Clinic Manager.

Shelter Activities

- Stray contract with Plymouth, Plymouth Twp., Northville, and Northville Twp: All communities have agreed to move forward, we have been clarifying some of the terms, and hope to have implementation within the next two weeks.
- We have a meeting with the County to discuss the opportunity for HSHV to provide dog licenses, and will discuss differential licensing for unsterilized pets.
- We are reviewing the Feline-ality personality test created by ASPCA for cats and trying to create a plan to get these tests done (some requirements for the test can't be met in our current facility).

Clinic

- Dr. Julie Spencer has begun part-time employment, working two days a week.
- We have offered the full-time position to a vet now working in a clinic in Warren.
- Low cost spay/neuter program has been put in place for cats and pit bulls. Jenny has been doing outreach to low income communities.
- Clinic Assistant has been hired to replace lead vet tech.

Cruelty Investigations

- Ricky Lee Lynch pled guilty to four felonies and will be sentenced on March 6th.
- Michael Dalton has filed bankruptcy and has not paid on his restitution. A court hearing has been set for Feb. 29th for probation violation.
 - Mark Heusel suggested talking to the prosecutor. He is unsure if we can garnish his wages, as this may require bankruptcy approval. Also, we can go to the Bankruptcy Court Judge and talk to the Bankruptcy Trustee. This contact information is on the proof of claims form the HSHV Business Office completed and submitted.
 - There is another old case, believed from 2001, that also has a very large unpaid restitution. Mark Heusel also suggested that we talk to the prosecutor to see about pursuing payment. There is no statute of limitations on a criminal penalty.
- Janet Logan will be sentenced on March 13th.

- Working on a show cause hearing for animal cruelty misdemeanor charges for a dog that has been in our custody since November.
- Working with federal agents on out of state felony dog fighting case and on a local dog fighting case.
- Part-time Investigator Matt Schaecher completed Level II Cruelty Investigation training.

Marketing/Outreach

- Convio is up and running. So far have received donations of over \$1000 from 21 individuals.
 - Deb Kern added we are working with Convio to develop our 12-month implementation and roll-out schedule for additional functionality. We will be using the Teamraiser feature for Walk and Wag. It is important for us to continue to use direct mail pieces as well as coordinating on-line Convio features.
 - Diana Kern asked about our ROI and metrics. Deb responded that as we continue to implement we will have more information and report metrics. Deb added we had about 3,000 hits on our website home page last week. Currently our site is dual hosted, as some pages are hosted by Convio and other pages are still hosted by our existing site/provider.
- Ann Arbor News ran a small article on the cold weather dangers.
 - Deb provided a mock-up and research results on the thought of running a full-page thank-you ad for volunteers. This is \$8,000. The “wrap” pages used in the Sunday edition is \$3,900. The Board agreed this is too much money to spend, as the ad space will not be donated.
- Heritage Newspapers working on an article on dog fighting.
- Kelly and Deb are developing an outreach plan, including working with UM and EMU re: pet abandonment.

Capital Campaign

- UM has accepted our changes. PA being finalized by their attorneys. Fred Matthaei and his brother Conrad have signed necessary documents to lift deed restriction on MBG property. PA should be signed within next few weeks. PA will be on the March 20th Regents’ agenda, and made public on March 17th.
 - The Board thanked Mark Heusel for his work on the purchase agreement.
- Final Site Plan approval will be sought on February 27.
 - Dennis Wojcik commented that the Road Commission had a drain requirement that may require HSHV to obtain an MDEQ permit. He is working with our engineers and will present options to the MDEQ to hopefully avoid the permit necessity.
 - The Board thanked Dennis for his work on the site plan and all engineering areas.
- \$6.3 million in pledges to date.
- Herrick Foundation may be willing to help pay for our geothermal system.

- Critical pieces of public phase (bill boards, ads, etc.) are being deferred per UM's request until after the Regents have voted. UM has asked to handle publicity around the land deal.
 - The public phase timeline was distributed.
 - Mark Heusel mentioned WAAM radio may be interested in participating with us.

Comments

- Diana Kern commented on the wonderfully high number of TNR sterilizations in January (114). Tanya clarified that our goal for 2008 is 1,200 TNR sterilizations. Dennis Wojcik added that there may be an opportunity to work the Ann Arbor City on a TNR project. Jane Lumm commented that Kathryn, the HSHV TNR Coordinator, does a wonderful job with education and intervention.
- Diana Kern likes the new Shelter Activities Monthly statistics page.

Walk and Wag

- Deb Kern provided packets for sponsorship and a list was distributed to the Board.
- Our sponsorship goal is \$34,500. We have \$7,050 in sponsorship to date. Our event activities goal is \$80,000. With the total event goal of \$114,500. The Board sponsorship will be recognized as group; 100% giving by the Board of Directors, not individual recognition. This will be the policy for all events.
- Raffle: The raffle license application is in the mail. The top 3 prizes are confirmed as: 1) \$1,000 Cash 2) \$450 TV 3) 4 tickets to the Michigan vs. Michigan State football game. Volunteer Shari Wilcox is managing the raffle again this year. As soon as we have the license, we will get the tickets printed and begin sales.
- The Celebrity Spokesdog Contest is underway. The web site has information. Ann Arbor Family magazine is doing a story. The press release was sent out last week. Deadline for entry is March 17.
- We have the Rock and Roll Canines booked for the event.

New Business

Clinic Update – by Jenny Paillon

- Staffing: We currently have a part-time veterinarian working two days a week. We have a full-time veterinarian to whom we have extended an offer. She is coming in for a visit-day before committing. She would be part-time until May, if she accepts. Our part-time vet would then be available to fill-in during vacations or other times. We may also explore adding Saturday office visit appointments. We have added a Clinic Assistant to replace our Lead Vet Technician that is leaving at the beginning of March. This new position is more versatile and will be able to back-up more positions within the Clinic.
- TNR: The Clinic not only did 114 TNR sterilizations in January, but did 37 just this week. We have submitted a grant application for \$25,000. We have

obtained donated vaccines, as well, for the TNR program. Dr. VanKoevering, who participated in the Ad Hoc Clinic Committee, has expressed interest in volunteering with her Paws Mobile Veterinary Service to assist with the TNR program. We are working on a newsletter to local veterinarians to ask for volunteer help and donations. Currently the cost to sterilize a TNR cat is about \$27.

- Pricing and the Wellness-Model: Our focus is on shelter animal care. Some of our goals for wellness are to enhance our hardship program and add more off-site service opportunities. We are not treating long-term disease or illness. We refer those patients elsewhere. We have increased our hardship program maximum to \$300. The hardship program is designed to give one-time assistance to those patients that need it. We plan to hold off-site clinic events to help low income patients with reduced cost vaccines, heartworm tests and microchips. We have also added a new vaccine booster drop-off program. This does not include an office visit, as the Vet Techs administer the booster, which means we can offer this at a reduced price.
- Outreach: We are promoting our spay/neuter specials with flyers that are distributed in a variety of ways in lower income areas. We have our cat spay/neuter special pricing every other month. And our new Pit Bull spay/neuter special pricing is available all year long.
- Teresa Welsh questioned if we were trying to do too much with too few resources. Jenny responded that she didn't think so. Scheduling is the key. We are committed to meeting all shelter needs.

IT Analysis and Review

- Diana Kern stated the Board needs to review and evaluate options, specifically for the new facility. Nancy Culotta added that we may want to look for IT expertise for new, potential Board members. This topic will be addressed more in-depth at an upcoming Board meeting.

NY Times Article

- Diana Kern emphasized the value of reading and sharing relevant articles and information with each other. This article was to promote awareness of Foundation giving. She is hoping, that along with the Governance Committee, we will add a quarterly education piece for a Board meeting. Topics from animal welfare, TNR, IT, etc ...

Teresa Welsh motioned to adjourn the meeting to Executive Session. Mike Walsh supported. The regular meeting was adjourned at 7:30 pm.

Jane Lumm motioned to adjourn the Executive Session and reconvened the regular Board meeting at 8:30 pm. Diana Kern supported.

Nancy Culotta motioned that the Executive Committee prepare a memo for the personnel files providing a background statement of the issue(s) and a summary of the Board's position. Mark Heusel supported. All approved.

Dennis Wojcik motioned to adjourn the meeting. Teresa Welsh supported. The meeting was adjourned at 8:35 pm. The next scheduled meeting of the Board is March 24, 2008 at 6:00 pm. This meeting is open to members and the public.