

**HUMANE SOCIETY OF HURON VALLEY
Minutes of the Board of Directors Meeting
September 29, 2008**

Present: Del Dunbar, Peter Fink, Diane Heidt, Mark Heusel, Jane Lumm, Robert Tetens, Mike Walsh, Teresa Welsh, Dennis Wojcik

Absent: Nancy Culotta, Anne Ferris, Diana Kern

Others Present: Tanya Hilgendorf, Deb Kern, Jaci Nicols, Carolyn Raschke

Bob Tetens called the board meeting to order at 6:04 pm.

Email Motion and Vote

- An email motion was made and accepted prior to the scheduled board meeting.
- Diana Kern motioned the organization (Humane Society of Huron Valley), through its duly authorized officers, make application to the MLCC for a Special License for the sale of either Beer and Wine, or Beer, Wine and Spirits for consumption on the premises to be in effect on the following days: 10/20/2008 at the following location and address: Cobblestone Farms 2781 Packard Road. This location is in the city of Ann Arbor, County of Washtenaw. Mark Heusel supported. All approved.

Minutes Approved

- Jane Lumm motioned to approve the August 25, 2008 Board meeting. Dennis Wojcik supported. All approved.

Treasurer's Report – reported by Mike Walsh

- Jane Lumm motioned that the Board approve the change in health insurance contribution by employees from 10% to 15%. Del Dunbar supported. Carolyn Raschke had surveyed staff and consensus was to retain health policy coverage and accept additional employee contribution amount to help cover increased fees. Overall increase in cost to agency is 5%. Jane commends Carolyn for her approach and resolution to the cost increase. All approved.
- Mike Walsh informed the Board that a transfer from the trust account was done to cover expenses and cash flow.
- August financials show revenue down 4% to budget. Mike does not feel this is a concern due to the current economic environment.
- The Clinic revenue is turning around from July. They are paying close attention to daily revenue and goals for the remainder of 2008.

- The department budget reviews were good steps to take. Each department is taking action on the low-hanging fruit to increase revenue as cutting expenses in most areas is difficult.
- The Capital Campaign \$1 million pledge from the County gets distributed first, but is in the same account as the bond monies. Del Dunbar stated the account has three layers of insurance.
- Mike and the Finance Committee will take a look at our bank accounts and diversification related to insured amounts.
- Jane Lumm asked to have a periodic monitoring of the major elements that comprise the lump \$6.6 million budget for all of the construction. Carolyn will review the reports as already provided by Phoenix and see how best this can be presented.
- Pledge reminders are going out and we have a payment plan in place for the largest donors.
- Jane Lumm motioned to accept the Treasurer's Report. Teresa Welsh supported. All approved.

Director's Report – reported by Tanya Hilgendorf

Shelter Activities

- Continue to struggle greatly for space-especially as it relates to cats, kittens and Pit Bulls. Situation constantly made worse by spread of sickness throughout the shelter. As a result, we have temporarily waived adoption fees for adult cats based on some national models, which has resulted in an increase in adoptions (250 in Sept. 2008 compared to 185 in Sept. 2007 and 149 in Sept 2006). Donations made by adopters have also increased (\$3000 so far).
- HSHV received a grant from Petco to support a new food program. Beginning October 5th, we will roll out our Bountiful Bowls Food Program to help people in financial crisis feed their animals. Food will be stored in a pod located in our parking lot and distributed once a week.
- We are in the process of hiring a new Shelter Supervisor and have posted internally. Also have an open position for an Adoption Counselor.
- Working on participating in a national puppy transfer program through Petsmart Charities.
- We successfully completed our conversion to the Petpoint shelter software system. The ease of use and access to information has already proved to be of benefit. We are continuing procedure review and training to improve our communication and efficiencies in animal care.

Clinic

- HSHV received a grant from Petsmart Charities for \$9000 to support our TNR program.
- Developing new low cost spay/neuter program called **Spay It Forward** and are approaching funders to support this program. We are not currently planning an increase in the number of low cost spay/neuters, only more carefully targeting and promoting the program. Key Bank is currently considering a gift to this fund and we are also writing a grant proposal for it.

- New volunteer vet – Kristie Brock – doing Saturday shelter medicine, working into outpatient as well in October.
- Worked out new contract pricing for vaccines for the shelter/clinic at a 40% savings on canine distemper.
- Pit Bull Special – over 128 as of the end of August, will more than double our 2008 goal.
- Revenue goal of \$2300/business day to make-up for past revenue shortfalls and address current month revenue goals. Focusing staff on scheduling more, offering more services such as reduced microchipping, post-surgery pain packs, year round heartworm preventative. Also implementing a plan to phase out Pet Meds and price match internet prescription deals if purchased at clinic.
- Reduced funds spent on treating shelter animals with Clavamox, spent over \$650 in August alone on it, by requesting and obtaining donated Doxycycline instead.

Marketing/Outreach/Fundraising

- HSHV participated in Puppy Mill Awareness Day in downtown Northville. The event was organized by a resident upset by a new pet store opening up and received national coverage.
- Sunday, September 28th – Big House Big Heart Run – U of M Football Stadium – 12:30 includes a 1 mile fun run and 5K run.
- Saturday, October 4th – *rescheduled* Heart & Bark Event in Canton
- Sunday, October 5th – noon-4:00pm – Great Lakes Regional Chili Cook-off – Kellogg Park, Plymouth.

Capital Campaign

- Raised \$11,000 in new donations at the groundbreaking ceremony and there were over 200 supporters in attendance.
- Fundraising total to date is \$6,917,681 in pledges and gifts.
- Fees for bonds cost \$180,000, currently not included in any budget.
- Construction schedule attached. Construction team will meet bi-weekly and have monthly meetings with the County.

Comments

- Carolyn Raschke will review the cash distribution schedule and timing for the Capital Campaign/construction.
- Jane Lumm stated we are lucky to have Tanya with great new grants, events and new initiatives.
- The bond fees were standard. Dennis Wojcik suggested we seek donation.
- Peter Fink motioned to approve the Director's report. Mike Walsh supported. All approved.

Governance Committee – tabled until next meeting

Old Business

- Dennis Wojcik reported that the storm water infiltration issue is resolved.
- Mark Heusel reported back on the last outstanding change for the County Operating Agreement. The indemnity provision is changing back from “negligence” to “gross negligence.” Both Del Dunbar and Mark stated that is fine. Mark reported that all of the other changes were approved by the County. Jane Lumm motioned to accept the amended contract as negotiated. Mike Walsh supported. All approved. Jane thanked Mark for his work on the contract.

There being no other old or new business, Del Dunbar motioned to adjourn the meeting. Dennis Wojcik supported. The meeting was adjourned at 7:02 pm. The next scheduled meeting of the Board is Monday, October 27th at 6:00 pm.