

HUMANE SOCIETY OF HURON VALLEY
Minutes of the Board of Directors Meeting – Open Meeting
July 27, 2009

Present: Del Dunbar, Anne Ferris, Peter Fink, Diana Kern, Robert Tetens, Mike Walsh, Dennis Wojcik

Absent: Nancy Culotta, Diane Heidt, Mark Heusel, Jane Lumm, Teresa Welsh

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

Bob Tetens called the Board of Directors meeting to order at 6:00 pm.

Minutes Approved

- Dennis Wojcik motioned to approve the June 22, 2009 Board meeting minutes. Diana Kern supported. With minor corrections, all approved.

Treasurer's Report – reported by Mike Walsh

- The Finance Committee report was presented. Mike reported the committee decided to continue with Plante Moran for the 2009 audit. We will go out to bid for the 2010 audit.
- Peter Fink motioned to invest a total of \$500,000 of capital campaign funds in two 12-month CDs, both at 2%. One CD with Ann Arbor State Bank (\$250,000) and one with Chemical Bank (\$250,000). Dennis Wojcik supported. All approved.
- The Finance Committee recommended and directed the Finance Director to book \$10,000 a month in 2009 as uncollectable campaign pledges. This will be reviewed in the future.
- Our June financial reports were reviewed. Revenue is 9% over budget and 34% ahead of 2008, with a large bequest received in June. Expenses are 5% below budget. Our bottom line is better than budget and last year. All good things and really good news.
- Peter Fink commented we did very well even without the bequest funds. Operations, alone, was ahead of budget.
- The main change in the balance sheet was the collected bequest monies.
- Year-to-date CD interest for the capital campaign was recorded and corrected from last month. We still have some contingency money remaining in the Phoenix contract.
- Our current procedure states any check written for over \$5000 requires two signatures. Diana Kern motioned to require only one signature on any check, under \$25,000, written for budgeted construction expenses. Peter Fink supported. All approved.
- Dennis Wojcik motioned to approve the Treasurer's Report. Anne Ferris supported. All approved.

Director's Report – reported by Tanya Hilgendorf

Shelter Activities

- First Rescue Waggin' delivery of pups was great success. Most were adopted within 3 days! We just received a second group of 19 puppies and dogs on Tuesday. The shelter has been very full, but these additions have not caused the displacement of any dogs. So far we have no problems with disease spread as is often the worry in shelter transfers.
- We adopted out 55 animals at Kittypalooza. We still have 471 animals in our care, of which 269 are in foster care, and are taking in an average of 24 animals each day.
- Karnik Pet Lodge on Jackson Rd. has allowed HSHV to occupy 5 cat condos and is now an adoption site for HSHV cats and kittens.

Cruelty/Rescue Department

- Woman who locked her dog in the closet and starved it to death has pled guilty yesterday to two misdemeanors. Sentencing to still take place.
- Dog fighting case currently in progress.
- Obtained a felony warrant for man who starved his cows. No progress to date.
- Prosecutor's Office is still in process of appealing decision in case against man for shooting his neighbor's cat.
- Prosecution still in process for children involved in cat cruelty.

Marketing/Outreach/Fundraising

- 1st Annual HSHV golf tournament –Purrfect Doggone Golf Scramble on Friday, September 25 at Pierce Lake Golf Course.
- Paws in the Park in Canton Scheduled for August 22 and August 23—10,000 people are expected to attend. HSHV is the main beneficiary of this event. There will be a dog walk in which all the donations go to HSHV, an adoption event, and the production company putting on the event will include us in \$25,000 worth of advertising in the Wayne County area.

Clinic

- Dr. Meredith Mallory is now devoting half of her time to shelter medicine.
- A new vet, Dr. Carrie Allen, has been hired in preparation for the move to provide out-patient services and spay/neutering.

Capital Campaign

- Working on furniture/equipment ordering, internal graphics and educational displays, revisions to Standard Operating Procedures, move and staffing plan, and capacity management.
- Clinic eligible to receive \$85,000 from PetSmart Charities to buy new equipment for clinic if we agree to high volume spay/neuter clinic and a goal 5000 more spay/neuters each year. Phase 2 has been submitted.
- Tentative move-in date is middle to late September.

Discussion

- Diana Kern suggested and all agreed the Board should give some official thank-you to all of the foster volunteers. Tanya stated there are approximately 70 active foster parents/homes. Some suggestions were official thank-you letter, picnic, or tie into the Compassionate Feast. The Development Committee and full Board will address at an upcoming working session.
- Tanya clarified that the Clinic already has a business plan to achieve the spay/neuter goal related to the grant. 100% of the grant will go toward the capital campaign/construction budget. Peter Fink questioned the clinic head-count. Tanya replied the staffing fits within budget, many staff are part-time. Currently 11.25 FTE in clinic.
- Anne Ferris motioned to accept the Executive Director report. Del Dunbar supported. All approved.

Development Committee – reported by Jaci Nicols

- The Development Committee is meeting every other month. We have a new community member, Larry Jonas. The committee is working on building the planned giving stewardship program.
- Golf outing is Sep 25. We still have spots for teams and hole sponsorships.
- Compassionate Feast is Oct 20.
- We are working on an online animal memorial/honorarium page for donors.
- We are working on increasing our recurring monthly gifts, by converting regular givers to monthly givers.
- Diana Kern added the POE program will be re-visited next year, with adjustments made/learned from the first session.
- Mike Walsh asked about delinquent capital campaign pledge payments. Deb Kern will gather that information.

Old Business

- Diana Kern's Bylaw file became corrupt. She has a hardcopy version for Mark Heusel's review. The revisions should be ready for vote next meeting.
- SB135 Ad Hoc Committee (MHS License Plate bill) – report by Diana Kern
 - Per Tanya, the bill is highly unlikely to move to a vote in the House, as it sits in the Transportation Committee. It has passed the Senate.
 - Diana Kern stated the ad hoc committee recommends:
 - A template letter to all/selected donors to be sent to state legislators. This has more support from other humane societies/shelters.
 - An ad in the Detroit Free Press with same/similar letter and information. The cost is \$3000. This has less support from other humane societies/shelters.
 - The Board discussed the recommendations and other options like Op Ed letter instead of ad, newspaper story, President of Boards (MHS and HSHV) meeting.
 - Deb Kern did state the bill is vague. She is monitoring the bill for any movement or action by the House.

- The Board decided to take no action at this time.

New Business

- Dennis Wojcik stated we need to maintain procedure and process of email motions and votes. Bob Tetens stated this will be addressed in the upcoming Bylaw revisions.

Public Comment

- Chris Ossenmacher stated she is reaching her four year volunteering anniversary in the fall. Stating she as witnessed positive changes in the shelter and programs over that time. She recognized and thanked the Board and Executive Director, Tanya Hilgendorf, for their vision and direction. Also recognizing and thanking the staff for implementing those changes. The forest is thriving and she is very proud. She does see the MHS issue as a wasted opportunity, as this is a concrete issue that is an education topic.
- Kathy Spain questioned MHS's advocacy and legislation program. Tanya Hilgendorf replied that yes, it is statewide, but have lobbied for themselves. MHS spends \$1 million annually on lobbying efforts.

Dennis Wojcik motioned to adjourn to executive session. Mike Walsh supported. All approved.

Diana Kern motioned to adjourn executive session and reconvene the regular Board meeting. Peter Fink supported. All approved.

Dennis Wojcik motioned to accept the Executive Director evaluation prepared by the Executive Committee, including the recommended salary adjustment and a bonus for additional responsibilities related to the capital campaign and building project. Diana Kern supported. All approved.

There being no other business, Mike Walsh motioned to adjourn the meeting. Peter Fink supported. The meeting was adjourned at 8:15 pm. The next scheduled meeting of the Board is Monday September 28th at 6:00 pm.