

Milwaukee Area Domestic Animal Control Commission (MADACC)

3839 W Burnham St
West Milwaukee, WI 53215
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OPERATIONS COMMITTEE MINUTES

Meeting of April 21, 2015 – 12:00pm

Meeting held at:

MADACC

3839 W Burnham St

West Milwaukee, WI 53215

Members Present: Mr. Ronald Hayward, Village of West Milwaukee
Mr. Eric Pearson, City of Milwaukee
Mr. Mark Wyss, City of West Allis
Mr. Michael Weber, Village of Hales Corners
Mr. Chris Swartz, Village of Shorewood

Excused: Mr. Derik Summerfield, City of Wauwatosa
Mr. Don Schaewe, City of Milwaukee

Staff Present: Ms. Karen Sparapani, Executive Director, MADACC
Ms. Laura Proeber, Operations Manager, MADACC
Ms. Kathy Shillinglaw, Volunteer & Outreach Coordinator, MADACC

1. Roll Call

The meeting was convened at 1:00pm roll call was taken by Ms. Proeber and members in attendance; absent and excused were noted.

2. Public Comment

None

3. Approval of Minutes

a. Meeting of March 17, 2015

After a brief discussion, a motion was made by Mr. Weber and seconded by Mr. Pearson to approve the minutes of the meeting held on March 17, 2015 as submitted.

The motion passed unanimously.

4. Executive Director's Report

a. Statistical Update – March 2015

Ms. Sparapani reported Admissions down for both cats and dogs, Euthanasia down 6%, Transfers down 3%, and Adoptions up 5% for the month of March. The same trends were displayed for year-to-date numbers except Transfers, which are up 3% for the year.

After discussion, a motion was made by Mr. Pearson and seconded by Mr. Swartz to approve the statistical report for the month of March 2015 as submitted. The motion passed unanimously.

b. Operational Update

Ms. Sparapani reported on the cases of canine influenza in Illinois. At this time there is only one known case in Wisconsin and it was a dog that travelled to Illinois. Vaccinations available are not effective for the strain that has been seen in Illinois. There are no cases in the dogs at MADACC.

Ms. Sparapani reported receiving a \$30,000 grant for the kitten foster program.

Ms. Sparapani reported meeting again regarding State Statute 173, affecting animals seized for dog fighting and cruelty.

c. Supervisor's Report

Ms. Shillinglaw reported the MADACC volunteer program is going well, with new individuals attending orientations and training on a regular basis.

Mr. Hayward questioned how many volunteers MADACC has. Ms. Shillinglaw reported there are around 800 volunteers in the system, with about 130 active volunteers.

Ms. Proeber had nothing to report.

d. Friends of MADACC Update

Ms. Shillinglaw reported this year's Walk, Run, Wag event will be held on May 30th. Mr. Hayward questioned how many individuals are expected for the event. Ms. Shillinglaw noted last year brought in around 780 participants, so they are hoping for an attendance of over 850.

5. Treasurer's Report

a. Financial Statements – March 2015

Mr. Pearson reported the General Fund Revenues at \$761,531 and Expenses at \$588,849, with an excess of revenues over expenditures for the year of \$172,682. With a beginning General Fund balance of \$569,187, the ending General Fund balance in March was \$741,869.

Mr. Pearson reported revenues in Intergovernmental at 25.00%, License and Fees at 61.92%, Public Charges for Services at 25.17% and Other Revenues at 71.62% of budget. Overall, Revenues were at 28.25% of budget.

Mr. Pearson reported expenses in Personnel Services Costs at 20.91%, Contracted Services at 29.27%, Municipal Services and Deposits at 17.53%, Materials and Supplies at 18.26% and Capital Outlay at 4.04% of budget. Overall, Expenses were at 21.86% of budget.

After a brief discussion, a motion was made by Mr. Weber and seconded by Mr. Swartz to approve the financial statements for March 2015 as submitted. The motion passed unanimously.

6. Building Renovation Project

a. Construction Manager Contract

Ms. Sparapani reported MADACC is where we need to be with the contract, but approval is needed for the new project cost. Ms. Sparapani noted \$15,000 was added for testing costs, which may not be needed. Installation costs for the dog kennels also added an additional expense; however, the cost of the caging for cats was reduced. The total increases amounts to \$27,893.60.

Mr. Weber questioned if the new project cost includes the extended warranty. Ms. Sparapani noted this is not included but can be added up until the project is completed.

A motion was made by Mr. Weber and seconded by Mr. Swartz to approve the construction manager contract in the amount of \$3,315,387 subject to the full board approval of the budget amendment. The motion passed unanimously.

b. Amend Project Budget

A motion was made by Mr. Weber and seconded by Mr. Pearson amend the project budget to 3,315,387 and recommend the increase to the full Board of Directors. The motion passed unanimously.

7. Adjournment

There being no further business, a motion was made by Mr. Pearson and seconded by Mr. Weber to adjourn the meeting of April 21, 2015 at 12:30pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber
Operations Manager