

Milwaukee Area Domestic Animal Control Commission (MADACC)

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West Milwaukee, WI 53215
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OPERATIONS COMMITTEE MINUTES

Meeting of June 17, 2014 – 1:00pm

Meeting held at:

MADACC
3839 W Burnham St
West Milwaukee, WI 53215

Members Present: Mr. Ronald Hayward, Village of West Milwaukee
Mr. Michael Weber, Village of Hales Corners
Mr. Don Schaewe, City of Milwaukee
Mr. Eric Pearson, City of Milwaukee
Mr. Derik Summerfield, City of Wauwatosa
Mr. Chris Swartz, Village of Shorewood

Staff Present: Ms. Laura Proeber, Operations Manager, MADACC
Mr. John McDowell, Field Supervisor, MADACC
Ms. Laura Nigbur, Volunteer/Community 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 May 20, 2014

Approval of minutes was deferred until a later date.

4. Executive Director's Report

a. Statistical Update – May 2014

Ms. Nigbur reported on the statistical update in Ms. Sparapani's absence.

Ms. Nigbur reported Admissions down 10% for the month of May, with Adoptions up 4%, Transfers up 8% and Euthanasia down 9%.

Ms. Nigbur reported the rise in Transfers was due to the increase in cats taken in by WHS and other local rescue groups.

Mr. Summerfield noted Euthanasia was down considerably for the year and Transfers are up. Ms. Nigbur stated BRATS helps out often with transporting animals from MADACC to local shelters and rescue groups. Ms. Nigbur also noted WHS has helped tremendously with picking up kittens promptly when owners sign them over to MADACC.

After discussion, a motion was made by Mr. Schaeve and seconded by Mr. Summerfield to approve the statistical report for the month of May 2014 as submitted. The motion passed unanimously.

b. Operational Update

Ms. Nigbur reported on the Operational update in Ms. Sparapani's absence.

Ms. Nigbur reported the ASPCA was impressed with the operations at MADACC after touring the facility earlier in the year. As a result, the ASPCA had a staff member shadow Ms. Sparapani for training purposes.

Ms. Nigbur reported Ms. Sparapani attended the June ICC meeting to discuss the amnesty month for license late fees. The reception was positive and every municipality seemed to be on board.

Ms. Nigbur reported MADACC will be working with FOM for a vaccination clinic at Washington Park on August 23rd. Washington Park is located in one of MADACC's primary targeted communities.

c. Supervisor's Report

Ms. Proeber reported Member Billings were sent out today.

Ms. Proeber reported on continued issues with the HVAC system.

Mr. McDowell reported his injured staff member will be out for some time.

Mr. McDowell reported the road has been inconsistent with very busy days and slow days.

d. Friends of MADACC Update

Ms. Nigbur reported the annual Walk, Run, Wag event will be held Saturday, June 21, at Hart Park in Wauwatosa.

Ms. Nigbur reported on two dogs needing medical assistance. FOM put out a call to donors and both dogs were treated for their ailments. One dog was adopted and the other was transferred.

Ms. Nigbur reported FOM will be partnering with MADACC to hold a shot clinic in August.

Ms. Nigbur reported on a new campaign, \$45 Pit Bull adoptions, with advertisements on the back of buses. FOM will subsidize \$30 towards the adoption and Best Friends will subsidize \$25 towards the adoption.

5. Treasurer's Report

a. Financial Statements –May 2014

Mr. Pearson reported an Unassigned General Fund balance of \$751,416, with a total fund balance of \$1,148,730.

Mr. Pearson reported Revenues at \$1,339,015 and Expenses at \$1,021,476, with excess Revenues over Expenses at \$317,539, or an ending balance of \$790,587.

Mr. Pearson reported revenues in Intergovernmental at 50%, License and Fees at 73%, Public Charges for Services at 41%, Commercial Revenues at 19% and Other Revenues at 74% of budget. Mr. Pearson noted Donations at 61% and Misc. Revenue at 146% of budget. Overall, Revenues are at 50.49% of budget.

Mr. Pearson reported expenses in Personnel Services Costs at 37%, Contracted Services at 44%, Municipal Services and Deposits at 38%, Materials and Supplies at 35% and Capital Outlay at 64% of budget. Mr. Pearson noted Natural Gas running high at 75% of budget. Overall, Expenses are at 38.69% of budget.

After a brief discussion, a motion was made by Mr. Summerfield and seconded by Mr. Schwartz to approve the financial statements for May 2014 as submitted. The motion passed unanimously.

6. Adjournment

There being no further business, a motion was made by Mr. Weber and seconded by Mr. Schaeewe to adjourn the meeting of June 17, 2014 at 1:28pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber
Operations Manager