

Milwaukee Area Domestic Animal Control Commission

(MADACC)

3839 W Burnham St

West Milwaukee, WI 53215

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OPERATIONS COMMITTEE MINUTES

Meeting of July 21, 2015 – 1:00pm

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. Don Schaewe, City of Milwaukee
Mr. Mark Wyss, City of West Allis
Mr. Derik Summerfield, City of Wauwatosa

Excused: Mr. Michael Weber, Village of Hales Corners
Mr. Chris Swartz, Village of Shorewood

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 June 16, 2015

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Pearson to approve the minutes of the meeting held on June 16, 2015 as submitted.

The motion passed unanimously.

4. Executive Director's Report

a. Statistical Update – June 2015

Ms. Sparapani reported Admissions down for both cats and dogs, Euthanasia down 11%, Transfers up 1%, and Adoptions up 8% for the month of June.

Ms. Sparapani reported MADACC's live release rate for June was 81.08%.

Ms. Sparapani reported Transfers to WHS and Washington County increased, with Elmbrook and Rescue Groups taking in less animals.

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

b. Operational Update

Ms. Sparapani reported MADACC received two awards. One award was received from the Public Policy Forum for Intergovernmental Cooperation with the City Attorney, the District Attorney's Office, MPD and the Department of Justice regarding the management of the court case dogs. The second award, the Animal Alliance Award from Best Friends, was for the team efforts of MADACC and BRATS in regards to transferring animals out of MADACC for adoption.

Ms. Sparapani reported Dr. Gutting was accepted into a fellowship program with UC Davis and UW-Madison. Dr. Gutting was one of six veterinarians selected to participate.

Ms. Sparapani reported having applied for a \$50,000 grant through the Emery T. Clark Family Foundation. Last year \$25,000 was received through the foundation for offsetting costs associated to adoptions and medical issues.

Ms. Sparapani noted the budget preparation will begin soon.

c. Supervisor's Report

Ms. Proeber had nothing to report.

Ms. Shillinglaw reported "I support MADACC" stickers were ordered for volunteers and general supporters of MADACC.

Ms. Shillinglaw reported on many successful recent adoptions with the help of volunteers.

d. Friends of MADACC Update

Ms. Shillinglaw reported on the upcoming shot clinic on August 1st at Washington Park's Urban Ecology Center.

5. Treasurer's Report

a. Financial Statements – June 2015

Mr. Pearson reported a General Fund balance of \$758,448, a Debt Service Fund balance of \$202,245 and a Capital Projects Fund balance of \$264,274.

Mr. Pearson reported the General Fund Revenues at \$1,452,233 and Expenses at \$1,262,972, with an excess of revenues over expenditures for the year of \$189,261. With a beginning General Fund balance of \$569,187, the ending General Fund balance in June was \$758,448.

Mr. Pearson reported revenues in Intergovernmental at 50.14%, License and Fees at 80.99%, Public Charges for Services at 48.01% and Other Revenues at 141.06% of budget. Overall, Revenues were at 53.87% of budget. Mr. Pearson noted Adoption Fees were at 67.86% of budget, Rabies Vaccination Fees at 54.21% of budget and Donations at 101.70% of budget.

Mr. Pearson reported expenses in Personnel Services Costs at 47.59%, Contracted Services at 51.68%, Municipal Services and Deposits at 42.71%, Materials and Supplies at 37.89% and Capital Outlay at 4.04% of budget. Mr. Pearson noted Health Insurance at 59.32% of budget with a potential overage at the end of the year to reach \$50,000. Overall, Expenses were at 46.89% of budget.

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

6. Building Renovation Project

a. Building Project Update

Ms. Sparapani reported meeting with the architect and VJS Construction. VJS will be sending out bid packages soon.

Ms. Sparapani reported MADACC is working on eliminating the need for a trailer on the property during the renovation project to save costs and space.

7. Adjournment

There being no further business, a motion was made by Mr. Pearson and seconded by Mr. Summerfield to adjourn the meeting of July 21, 2015 at 1:32pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber
Operations Manager