

Milwaukee Area Domestic Animal Control Commission (MADACC)

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

Meeting of May 17, 2016 – 1:00pm

Meeting held at:

MADACC

3839 W Burnham St

West Milwaukee, WI 53215

Members Present: Mr. Ronald Hayward, Village of West Milwaukee
Mr. Don Schaewe, City of Milwaukee
Mr. Eric Pearson, City of Milwaukee
Mr. Rebecca Grill, City of West Allis
Mr. Derik Summerfield, City of Wauwatosa
Mr. John Hohenfeldt, City of Cudahy

Excused: 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
Ms. Cindy Fredericksen, Office Supervisor, 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

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Ms. Grill to approve the minutes of the meeting held on April 19, 2016. The motion passed unanimously.

4. Executive Director's Report

a. Statistical Update – April 2016

Ms. Sparapani reported Admissions down roughly 12% for the month of April and year-to-date.

Ms. Sparapani reported Adoptions up 5% and Euthanasia down 3% for the month of April.

Ms. Sparapani reported Adoptions up 7% and Euthanasia down 3% for the year.

Ms. Sparapani reported WHS as the biggest transfer partner with 94 animals being transferred in the month of April and 356 animals year-to-date.

After discussion, a motion was made by Mr. Pearson and seconded by Mr. Hohenfeldt to approve the statistical report for the month of April 2016 as submitted. The motion passed unanimously.

b. Operational Update

Ms. Sparapani reported attending the HSUS conference in Las Vegas with Dr. Gutting to give a speech on progressive animal control that is less punitive to pet owners and to provide education to the public to keep animals in the home.

Ms. Sparapani reported working with Dr. Gutting and Mr. McDowell for training the MPD regarding seizures and when and when not to pull animals from a home.

Ms. Sparapani reported having received four signed member agreement resolutions back.

Ms. Sparapani reported the Discovery Channel Special on the Milwaukee Lion will be on the 27th.

c. Supervisor's Report

Ms. Fredericksen reported the phones are getting busier with many calls regarding wildlife coming in as the weather warms up.

Ms. Shillinglaw reported on a new volunteer crew that is being put together for outreach events in the community.

Ms. Proeber had nothing to report.

d. Friends of MADACC Update

Ms. Sparapani reported since the Soiree for Strays event was cancelled, items for the event were auctioned online and raised a couple thousand dollars.

Ms. Sparapani reported FOM is covering additional expenses for the outdoor space.

5. Treasurer's Report

a. Financial Statements – April 2016

Mr. Pearson reported the General Fund Revenues at \$1,317,966 and Expenses at \$831,790, with an excess of revenues over expenditures for the year of \$486,176. With a beginning General Fund balance of \$652,671, the ending General Fund balance in April was \$1,138,847.

Mr. Pearson reported and ending fund balance in Debt Service of \$95,551 and in Capital Projects of \$1,406,721.

Mr. Pearson reported revenues in Intergovernmental at 50.00%, License and Fees at 72.05%, Public Charges for Services at 29.51% and Other Revenues at 44.57% of budget. Overall, Revenues were at 48.18% of budget.

Mr. Pearson reported expenses in Personnel Services Costs at 30.05%, Contracted Services at 36.08%, Municipal Services and Deposits at 27.27%, Materials and Supplies at 17.11% and Capital Outlay at 88.11% of budget. Overall, Expenses were at 30.41% of budget.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Summerfield to approve the financial statements for April 2016 as submitted. The motion passed unanimously.

6. Building Renovation Project

a. Building Project Update

Ms. Sparapani reported there is approximately \$33,000 left in the contingency fund. A large part of the funds were used for the foundation issues in the back addition.

Ms. Sparapani reported on change orders.

- Ms. Sparapani reported the cost to level the old kennel floors was \$26,762.
- Ms. Sparapani reported the cost for stainless kick plates was \$6,456.
- Ms. Sparapani reported the cost for painting the office hallway, staff lounge, locker room and staff restrooms was \$3,652.

Ms. Sparapani reported the bulk of the renovation will be completed in June. The new kennels will be installed the first week in July.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Hohenfeldt to approve the change orders as presented totaling \$36,873. The motion passed unanimously.

b. Financial Update

Ms. Sparapani reported it appears funding will be coming from Milwaukee County. No timeline is known at this time.

7. **Adjournment**

There being no further business, a motion was made by Mr. Hohenfeldt and seconded by Mr. Summerfield to adjourn the meeting of May 17, 2016 at 1:48pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber
Operations Manager