

Milwaukee Area Domestic Animal Control Commission (MADACC)

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

Meeting of June 21, 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. Rebecca Grill, City of West Allis
Mr. Derik Summerfield, City of Wauwatosa
Mr. John Hohenfeldt, City of Cudahy
Mr. Chris Swartz, Village of Shorewood
- Excused:** Mr. Don Schaewe, City of Milwaukee
Mr. Eric Pearson, 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

After a brief discussion, a motion was made by Mr. Hohenfeldt and seconded by Mr. Summerfield to approve the minutes of the meeting held on May 17, 2016. The motion passed unanimously.

4. Executive Director's Report

a. Statistical Update – April 2016

Ms. Sparapani reported Admissions up roughly 6% for the month of May and down 7% year-to-date.

Ms. Sparapani reported Adoptions up 2% and Euthanasia down 3% for the month of May.

Ms. Sparapani reported Adoptions up 5% and Euthanasia down 4% for the year.

Ms. Sparapani reported WHS transferred out 198 animals and Shelter From the Storm transferred out 33 animals in the month of May.

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

b. Operational Update

Ms. Sparapani reported working with Mr. McDowell and Dr. Gutting to provide training to MPD officers regarding handling of animals, exotic animals and animal ordinances.

Ms. Sparapani reported on an upcoming meeting with Milwaukee City Attorneys to discuss current animal ordinances. Discussions of alternatives to paying citations may include a responsible pet ownership class at MADACC.

Ms. Sparapani reported on a grant submission for \$25,000 for Friends of MADACC.

Ms. Sparapani reported the Riverside Theater will be selling their old theater seating and donating the funds raised to MADACC.

Ms. Sparapani reported eight signed member agreement resolutions are still needed.

c. Supervisor's Report

Ms. Shillinglaw reported volunteers have been working hard to get cats adopted

Ms. Proeber reported Member Billings would be going out today.

Ms. Proeber reported on issues with the crematories.

d. Friends of MADACC Update

Ms. Shillinglaw reported Walk, Run, Wag will be held on July 9th.

5. Treasurer's Report

a. Financial Statements – May 2016

In Mr. Pearson's absence, Mr. Summerfield presented the financial statements for May of 2016.

Mr. Summerfield reported the General Fund balance in May was \$999,969.

Mr. Summerfield reported revenues in Intergovernmental at 50.00%, License and Fees at 77.53%, Public Charges for Services at 38.22% and Other Revenues at 52.17% of budget. Overall, Revenues were at 49.96% of budget.

Mr. Pearson reported expenses in Personnel Services Costs at 37.93%, Contracted Services at 39.74%, Municipal Services and Deposits at 34.27%, Materials and Supplies at 22.85% and Capital Outlay at 88.11% of budget. Overall, Expenses were at 37.27% of budget.

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

6. Building Renovation Project

a. Building Project Update

Ms. Sparapani reported the renovation is in the homestretch, with the majority of the renovation being completed by the next meeting.

Ms. Sparapani reported on an issue with the outside structure. The poles were damaged during shipment. New poles will be sent out shortly.

Mr. Hohenfeldt questioned how Ms. Sparapani would rate working with VJS as the City of Cudahy is looking at upcoming renovation work. Ms. Sparapani rated VJS an 8.5 out of 10.

b. Financial Update

Ms. Sparapani reported funding through Milwaukee County is in limbo at the moment. Ms. Sparapani expects to know more by the next meeting.

7. Adjournment

There being no further business, a motion was made by Mr. Swartz and seconded by Mr. Summerfield to adjourn the meeting of June 21, 2016 at 1:37pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber
Operations Manager