

**Milwaukee Area Domestic Animal Control Commission
(MADACC)**

**3839 W. Burnham St.
West Milwaukee, WI 53215
414-649-8640**

**BOARD OF DIRECTOR'S
MINUTES OF THE MEETING**

Meeting of April 21, 2015 at 1:00pm
MADACC
3839 W Burnham St
West Milwaukee, WI 53215

Members Present: Mr. Ron Hayward, City of West Milwaukee
Mr. Mark Wyss, City of West Allis
Mr. Mike Weber, Village of Hales Corners
Mr. Eric Pearson, City of Milwaukee
Mr. Chris Swartz, Village of Shorewood
Mr. Chris Lear, Village of River Hills
Mr. Darren Rausch, City of Greenfield
Mr. Tom Tollaksen, Village of Fox Point
Mr. John Hohenfeldt, City of Cudahy
Ms. Erin Hirn, Village of Brown Deer
Mr. Ben Matters, Village of Bayside

Staff: 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 were noted.

2. Approval of Minutes

a. Meeting of October 21, 2014

After a brief discussion, a motion was made by Mr. Hohenfeldt and seconded by Mr. Pearson to approve the minutes of the meeting held October 21, 2014.

The motion passed unanimously.

3. President's Report

Mr. Hayward announced there are a lot of interesting things going on with the building expansion.

Mr. Hayward noted this meeting will involve elections for the Operations Committee and Officers.

4. Elections

a. Election of two Members of the Operations Committee

After a brief discussion, a motion was made by Mr. Hohenfeldt and seconded by Mr. Rausch to close nominations and retain all current members of the Operations Committee for another year. The motion passed unanimously.

b. Election of Officers (President, Vice President, Treasurer)

After a brief discussion, a motion was made by Mr. Hohenfeldt and seconded by Mr. Rausch to close nominations and maintain current Officer Roles for another year. The motion passed unanimously.

5. Executive Director's Report

a. Operational Update

Ms. Sparapani reported animal metrics moving in the right direction. In 2014, Admissions decreased by 1,104 animals, Adoptions increased by 4 %, Transfers increased 6% and Euthanasia decreased 9% - from 43% to 34% of animals admitted. Ms. Sparapani noted the same trends are occurring in 2015 thus far.

Ms. Sparapani reported the success of positive outcomes from MADACC is due in part by the positive relationships with local shelters and rescue groups who take MADACC animals for their own adoption programs.

Ms. Sparapani reported the partnership with national organizations brought in roughly \$80,000 in grant money and donations from the ASPCA and Best Friends to assist with adoption programs and events.

Ms. Sparapani reported acquiring a volunteer veterinarian to perform free spay/neuter surgeries for MADACC animals.

Ms. Sparapani reported there are no longer court case dogs being held at MADACC. All dogs were signed off by the owners.

Ms. Sparapani reported working with Representative John Spiros to change language within State Statute 173 regarding the length of time to hold animals involved in dog fighting and other cruelty cases.

Ms. Shillinglaw summarized the role of Friends of MADACC to new board members and noted the Walk, Run, Wag event will be held on May 30th.

After discussion, a motion was made by Mr. Pearson and seconded by Mr. Lear, to approve the Executive Director's operational update as presented. The motion passed unanimously.

6. Treasurer's Report

a. 2014 Audit Report

Mr. Pearson reported pages 3 to 8 of the Financial Statements audit include the Management Discussion and Analysis.

Mr. Pearson reported page 11 of the audit reflects year end fund balances and noted a General Fund balance of \$569,187, with unassigned funds totaling \$477,234.

Mr. Pearson reported page 33 of the audit shows an overview of the General Fund with budgeted and actual amounts.

Mr. Pearson reported General Fund budgeted revenues of \$2,651,822 with actual revenues at \$2,716,260, for an excess of \$64,438.

Mr. Pearson reported General Fund budgeted expenses of \$2,640,384 with actual expenses at \$2,620,121, for a difference of \$20,263.

Mr. Pearson reported it was a good year both operationally and financially for MADACC.

Mr. Pearson reported page 5 of the Communications audit lists comments and recommendations presented by the auditor. Adjusting journal entries and payroll controls have already been addressed. The IT controls need to be addressed yet.

After discussion, a motion was made by Mr. Swartz and seconded by Mr. Tollaksen, to approve the 2014 MADACC audit as submitted. The motion passed unanimously.

7. Building Renovation Project

Ms. Sparapani reported in October the Board of Directors approved a budget of \$3,287,493.70 for the MADACC building renovation project. After further developments the new total has increased to \$3,315,387.30.

Ms. Sparapani went in to detail regarding line items that increased/decreased from the original budget. The cost of the conference room addition was added to the Construction Budget along with a required Performance Bond. Ms. Sparapani noted the increase in the dog kennels was for the freight and installation. In addition, potential testing costs were added to project cost. The fee for both the cat condos and the design services were decreased.

Ms. Sparapani reported not wanting to move forward with the project without the additional budget amount amended for \$27,893.60.

Mr. Hayward reported the Operations Committee met and voted to recommend the budget increase to the full Board of Directors.

After discussion, a motion was made by Mr. Lear and seconded by Mr. Hohenfeldt, to amend the MADACC building renovation project budget to \$3,315,387.30 as submitted. The motion passed unanimously.

8. Other Business

No other business at this time.

9. Adjournment

There being no further business, a motion was made by Mr. Rausch and seconded by Mr. Hohenfeldt to adjourn the Board of Directors meeting of April 21, 2015 at 1:28 pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber
Operations Manager, MADACC