Milwaukee Area Domestic Animal Control Commission

**(MADACC)**

**3839 W Burnham St**

**West Milwaukee, WI 53215**

**Phone (414) 649-8640 Fax (414) 763-6234**

**OPERATIONS COMMITTEE MINUTES**

## Meeting of February 21, 2017 – 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. Derik Summerfield, City of Wauwatosa

Mr. John Hohenfeldt, City of Cudahy

Mr. Don Schaewe, City of Milwaukee

Mr. Chris Swartz, Village of Shorewood

**Excused:**  Mrs. Rebecca Grill, City of West Allis

**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.

1. **Public Comment**

None.

1. **Approval of Minutes**

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Hohenfeldt to approve the minutes of the meeting held on January 17, 2017. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update – January 2017**

Ms. Sparapani reported Admissions down 14% or 77 animals for the month of January.

Ms. Sparapani reported Adoptions up 2%, Euthanasia up 1%, Reclaims up 4% and Transfers up 1% for the month of January.

Ms. Sparapani reported WHS pulled 91 animals, Washington County pulled 26 animals and Elmbrook pulled 11 animals in January.

After discussion, a motion was made by Mr. Schaewe and seconded by Mr. Hohenfeldt to approve the statistical report for the month of January 2017 with one correction to the double listing of Elmbrook Humane Society. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported MADACC was voted the number one animal welfare organization by Shepherd Express.

Ms. Sparapani reported partnering with the Pabst for advertising the opening of MADACC’s new adoption program. The new program is already bringing in adopters MADACC would not normally get.

Ms. Sparapani discussed issues with “Retail Rescues” that are popping up and closing in West Allis. Ms. Sparapani met with Anne Reed (WHS) and Mayor Devine (West Allis) to address issues related to these organizations and how to deal with the consequences of them closing shop or being shut down – where do all the animals go. Ms. Sparapani stated the rules and laws need to change to prevent these groups from coming into municipalities throughout Milwaukee County. Mr. Schaewe discussed how the city of Milwaukee eliminates these organizations from setting up shop through zoning codes. Mr. Hohenfeldt stated the city of Cudahy does the same through business classes of zoning. Mr. Hayward stated the municipalities of Milwaukee County need to address this concern together and suggested discussing options at the ICC meeting. The goal would be to come up with a common format to address and present to all municipalities.

Ms. Sparapani reported the budget amendments need to be addressed for the changes to Debt Service.

**c. Supervisor's Report**

Ms. Fredericksen reported reservations for the spring shot clinic are coming in.

Ms. Shillinglaw reported working on marketing and recruiting volunteers for the new adoption program.

Ms. Proeber reported preparing for the final audit at the end of the month.

**d. Friends of MADACC Update**

Ms. Sparapani reported FOM will be selling merchandise once a month at MADACC.

Ms. Sparapani reported FOM is gearing up for the annual Walk, Run, Wag event held on July 8th.

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1. **Treasurer’s Report**
	1. **Financial Statements – January 2017**

Mr. Pearson reported a General Fund balance of $821,644 and a Capital Projects balance of $519,081 for the month of January.

Mr. Pearson reported the General Fund Revenues at $645,334 and Expenses at $204,574, with an excess of revenues over expenditures for the year of $440,760. With a beginning General Fund balance of $380,884, the ending General Fund balance in December was $821,644.

Mr. Pearson reported revenues in Intergovernmental at 22.99%, License and Fees at 32.89%, Public Charges for Services at 6.77% and Other Revenues at 74.02% of budget. Overall, Revenues were at 23.16% of budget.

Mr. Pearson reported expenses in Personnel Services Costs at 4.91%, Contracted Services at 16.42%, Municipal Services and Deposits at 2.12%, Materials and Supplies at 2.93% and Capital Outlay at 82.05% of budget. Overall, Expenses were at 7.35% of budget.

After a brief discussion, a motion was made by Mr. Hohenfeldt and seconded by Mr. Summerfield to approve the financial statements for January 2017 as submitted. The motion passed unanimously.

1. **Adjournment**

There being no further business, a motion was made by Mr. Hohenfeldt and seconded by Mr. Swartz to adjourn the meeting of February 21, 2017 at 1:37 pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Manager