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 May 16, 2017 – 1:00pm

Meeting held at:

MADACC

3839 W Burnham St
West Milwaukee, WI 53215

**Members Present:** Mr. John Hohenfeldt, City of Cudahy

Mr. Eric Pearson, City of Milwaukee

Mr. Derik Summerfield, City of Wauwatosa

Mr. Don Schaewe, City of Milwaukee

Mr. Mark Luberda, City of Franklin

Ms. Stephanie Janz, Village of River Hills

**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

 Dr. Libby Gutting, Medical Director, 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. Pearson to approve the minutes of the meeting held on April 18, 2017. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update – April 2017**

Ms. Sparapani reported Admissions up 4.42% for the month of April.

Ms. Sparapani reported Adoptions up 3%, with 65 dogs adopted compared to 24 last year in April.

Ms. Sparapani reported Euthanasia went up 1% mostly due to sick and injured animals, Reclaims up 4% and Transfers down 5% for the month of April.

Ms. Sparapani reported Admissions down 4%, Adoptions up 3%, Euthanasia up 2%, Reclaims up 3% and Transfers down 7% for the year.

Ms. Sparapani reported WHS pulled 113 animals, Columbia County pulled 13 animals and CARE Rescue pulled 10 animals in April.

After discussion, a motion was made by Mr. Pearson and seconded by Mr. Summerfield to approve the statistical report for the month of April 2017. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported working as an organization to keep the flow of animals moving through MADACC at out the door to adopters or placement partners with a focus on senior and sick/injured animals.

Ms. Sparapani reported the shot clinic on May 6th was well attended.

Ms. Sparapani reported MADACC appeared on television twice in recent weeks. The first was regarding a Poodle suffering from late stage parvo virus. Ms. Sparapani let the public know to contact WHS or MADACC if they need help with their pets – to end needless suffering. A second interview was on storefront cat rescues, specifically a rescue in West Allis that is closing down. Small storefront rescues generally have low adoption rates and cats generally grow up in the shop. Ms. Sparapani discussed efforts with West Allis and Milwaukee to create zoning codes to limit the number of animals in storefront rescues for better standard of living.

**c. Supervisor's Report**

Dr. Gutting had nothing to report.

Ms. Shillinglaw reported wrapping up school tours and planning for outreach events in June.

Ms. Proeber reported on current HVAC repairs.

**d. Friends of MADACC Update**

Ms. Sparapani reported FOM is preparing for this year’s Walk, Run, Wag event and will be hosting a shot clinic on June 3rd at the Menomonee Valley Urban Ecology Center.

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

Mr. Pearson reported the General Fund Revenues at $1,438,918 and Expenses at $850,798, with an excess of revenues over expenditures for the year of $588,120. With a beginning General Fund balance of $380,884, the ending General Fund balance in April was $969,004.

Mr. Pearson reported revenues in Intergovernmental at 49.96%, License and Fees at 69.19%, Public Charges for Services at 32.76% and Other Revenues at 132.59% of budget. Overall, Revenues were at 51.64% of budget. Mr. Pearson noted Impound and Board revenues are down due to lower animal admissions, Adoption revenues are up at 39.05% and MADACC received a $65,000 grant from the ASPCA to fund the Shelter Outcome Manager position.

Mr. Pearson reported expenses in Personnel Services Costs 31.01%, Contracted Services at 35.25%, Municipal Services and Deposits at 25.68%, Materials and Supplies at 13.35% and Capital Outlay at 87.46% of budget. Overall, Expenses were at 30.58% of budget. Mr. Pearson noted Electricity is down at 23.32% and Animal Supplies are at only 6.24%.

Mr. Summerfield questioned the amount of money in the bank account and suggested funds should be moved to the LGIP. Ms. Proeber noted MADACC is currently looking at transferring funds.

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

1. **Adjournment**

There being no further business, a motion was made by Mr. Schaewe and seconded by Mr. Luberda to adjourn the meeting of May 16, 2017 at 1:24 pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Manager