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 April 17, 2018 – 12:00pm

Meeting held at:

MADACC

3839 W Burnham St
West Milwaukee, WI 53215

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

  Ms. Stephanie Janz, Village of River Hills

Mr. Don Schaewe, City of Milwaukee

Mr. Eric Pearson, City of Milwaukee

Mr. Mark Luberda, City of Franklin

Mr. Derik Summerfield, City of Wauwatosa

Mrs. Rebecca Grill, City of West Allis

**Staff Present:** Ms. Karen Sparapani, Executive Director, MADACC

 Ms. Kathy Shillinglaw, Volunteer & Outreach Coordinator, MADACC

 Dr. Libby Gutting, Medical Director, MADACC

1. **Roll Call**

The meeting was convened at 12:00 pm; roll call was taken by Ms. Sparapani 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. Luberda to approve the minutes of the meeting held on March 20, 2018 as presented. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update - March 2018**

Ms. Sparapani reported Admissions up 6 % for the month of March.

Ms. Sparapani reported Adoptions were up slightly, Reclaims up 1 %, Transfers up 1% and Euthanasia was the same for the month of March as last year.

Ms. Sparapani reported Adoptions up 3%, Reclaims down 1 %, Transfers down 1% and Euthanasia up 1% year to date.

Ms. Sparapani reported Wisconsin Humane Society (WHS) pulled 90 animals, Shelter from the Storm pulled 12 animals and K & R Rescue pulled 9 animals in March.

After discussion, a motion was made by Mr. Luberda and seconded by Mr. Schaewe to approve the statistical report for the month of March 2018. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported MADACC dealing with typical challenges this time of year, and working to educate the public to streamline intakes, reclaims and adoptions.

Ms. Sparapani reported that due to bad weather the first weekend for the Weekenders was slow.

Ms. Sparapani passed around a card sent in by an adopter that had an extraordinary experience with a dog that had a medical condition to demonstrate how successful the adoption program is going.

Ms. Sparapani reported Brown Deer Church of Christ will be donating to MADACC that she will be picking up on Mother’s Day.

**c. Supervisor's Report**

Dr. Gutting reported that she is down one person currently but is searching.

Dr. Gutting introduced Dr. Syna Johnson, the new veterinarian starting the end of May.

Ms. Shillinglaw reported volunteer appreciation week is April 15th through the 21st. MADACC will be celebrating with volunteers at Leff’s Lucky Town in Wauwatosa, a big supporter of MADACC.

Ms. Shillinglaw reported several events that she will be attending on behalf of MADACC in West Allis, and Glendale and that we are working to be participants in all municipalities.

Ms. Sparapani reported that Field Services has ordered and received their new van for 2018.

**d. Friends of MADACC Update**

Ms. Sparapani reported that Community Shares held a meeting with United Way here at MADACC and it was reported that Friends of MADACC did very well this year in their inaugural participation in Community Shares.

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1. **Treasurer’s Report**
	1. **Financial Statements – March 2018**

Mr. Pearson reported the General Fund Revenues at $798,364 and Expenses at $598,105, with an excess of revenues over expenditures for the year of $200,259. With a beginning General Fund balance of $635,255, the ending General Fund balance in March was $835,514.

Mr. Pearson reported revenues in Intergovernmental at 24.92%, License and Fees at 64.20%, Public Charges for Services at 25.45%, Commercial Interest Income at 89.83% and Other Revenues at 22.33% of budget. Overall, Revenues were at 26.89% of budget.

Mr. Pearson reported expenses in Personnel Services Costs 19.99%, Contracted Services at 28.05%, Municipal Services and Deposits at 15.11%, Materials and Supplies at 10.60% and Capital Outlay at 5.70% of budget. Overall, Expenses were at 20.15% of budget.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Pearson to approve the March 2018 financials as presented. The motion passed unanimously.

1. **Adjournment**

There being no further business, a motion was made by Mr. Luberda and seconded by Mr. Pearson to adjourn the meeting of April 17, 2018 at 12:25pm.  The motion passed unanimously.

Respectfully submitted,

Karen Sparapani

Executive Director