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 17, 2018 at 1:00pm

MADACC

3839 W Burnham St
West Milwaukee, WI 53215

**Members Present:** Mr. John Stalewski, Village of West Milwaukee

 Mr. Dan Besson, Village of Hales Corners

 Mr. Eric Pearson, City of Milwaukee

 Mr. Derik Summerfield, City of Wauwatosa

Ms. Stephanie Janz, Village of River Hills

Mr. Darren Rausch, City of Greenfield

Mr. Scott Botcher, Village of Fox Point

Mr. John Hohenfeldt, City of Cudahy

Ms. Erin Hirn, Village of Brown Deer

Mr. Paul Boening, Village of Whitefish Bay

Mr. Don Schaewe, City of Milwaukee

Mr. Mark Luberda, City of Franklin

Mr. Andy Pedersen, Village of Bayside

Ms. Rachel Reiss, City of Glendale

Ms. Jackie Ove, City of South Milwaukee

Mr. Pete Wagner, City of Oak Creek

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

1. **Roll Call**

The meeting was convened at 1:00pm, roll call was taken by Ms. Sparapani and members in attendance were noted.

1. **Approval of Minutes**
2. Meeting of October 17, 2017

After a brief discussion, a motion was made by Mr. Summerfield and seconded by Ms. Hirn to approve the minutes of the meeting held October 17, 2017. The motion passed unanimously.

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1. **Officer Elections/Operations Committee Member Replacement**

A motion was made by Mr. Luberda and seconded by Mr. Schaewe to accept the slate as presented for Officers for 2018 which is as follows, Mr. Hohenfeldt as President of the Operations Committee, Mr. Schaewe as Vice President of the Operations Committee, Mr. Pearson as Treasurer of the Operations Committee and Ms. Grill as the Secretary of the Operations Committee.

1. **President’s Report**

Mr. Hohenfeldt reported that he is honored to be President and the organization is a valuable resource to the residents in Milwaukee County.

Mr. Hohenfeldt reported that MADACC ended the last year in a good fiscal position and after a complete renovation of the facilities there is planning for the future with an update to the 5-year Capital plan as well as plan even further out for the future financial needs.

 Mr. Hohenfeldt discussed initiatives for the communities relating to Trap-Neuter-Release, breed specific legislation and tethering that the Executive Director will working with the communities to discuss these topics and potential ordinances.

Mr. Hohenfeldt thanked Friends of MADACC for their many contributions financial and otherwise.

1. **Executive Director’s Report**
2. **Operational Update**

Ms. Sparapani reported that October and November are the highest intake months of the year for dogs and cats.

Ms. Sparapani reported receiving a $63,000 grant from the ASPCA and $20,000 from Friends of MADACC to hire a new vet and that vet will be started in May of 2018.

Ms. Sparapani reported receiving a $5,000 grant from Best Friends to fund a weekend foster program for large dogs that tend to sit longer in shelters.

Ms. Sparapani discussed her Just Three Things initiative where she would like the members to consider ordinances permitting Trap-Neuter-Release in a limited capacity, the end of breed specific legislation and restrictions on tethering. She indicated that this would be something she would be working on this year with the municipalities.

Mr. Luberda asked if a long-term capital improvement plan would be created. Ms. Sparapani indicated that yes, there would be one presented at the October 2018 full board meeting.

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1. **Treasurer’s Report**
2. **2017 Audit Report**

Mr. Pearson reported page 5 of the Communication to Those Charged with Governance and Management includes recommendations for supporting documentation for journal entries and IT access rights. Prior year comments have been removed regarding access to the network.

Mr. Pearson reported pages 3 to 9 of the Financial Statements audit include the Management Discussion and Analysis.

Mr. Pearson reported page 12 of the audit reflects year-end fund balances and noted a General Fund balance of $613,629, with unassigned funds totaling $509,116, a Debt Service Fund balance of $0 due to construction payments and a Capital Projects Fund balance of $565,609.

Mr. Pearson reported General Fund revenues of $2,975,105 and General Fund expenses of $2,707,242 for an excess of $267,863.

Mr. Pearson reported Debt Service Fund revenues of $182,637 and Debt Service Fund expenses of $240,156.

Mr. Pearson reported Capital Projects Fund revenues of $50,000 and Capital Project Fund expenses of $19,634.

Mr. Pearson reported pages 3 to 39 of the audit include notes on the financial statements, with page 30 reflecting detail notes on the long term debt and page 40 covering General Fund notes.

Mr. Pearson reported pages 43 to 45 provide detail of the General Fund accounts. Mr. Pearson noted Adoption Fees brought in $85,139 over revenue budgeted. Mr. Pearson noted Animal Supplies expenses were under budget for a total over $28,000 due to efforts to have items donated.

Mr. Pearson reported page 46 of the audit reflects contributions by members.

A motion was made by Mr. Schaewe and seconded by Mr. Luberda to approve the presented 2017 audit. The motion passed unanimously.

1. **Other Business**

No other business at this time.

**8. Adjournment**

There being no further business, a motion was made by Mr. Rausch and seconded by Mr. Wagner to adjourn the Board of Directors meeting of April 17, 2018 at 1:41 pm. The motion passed unanimously.

Respectfully submitted,

Karen Sparapani, Executive Director, MADACC