

**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 June 18, 2019 – 1:00pm

Meeting held at:

MADACC

3839 W Burnham St

West Milwaukee, WI 53215

**Members Present:** Mr. Mike Neitzke, City of Greenfield  
Mr. Thomas Bell, City of Milwaukee  
Mr. Don Schaeve, City of Milwaukee  
Mr. Jim Archambo, City of Wauwatosa  
Mr. Mark Luberd, City of Franklin  
Ms. Stephanie Janz, Village of River Hills  
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

**1. Roll Call**

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

**2. Public Comment**

None.

**3. Approval of Minutes**

After a brief discussion, a motion was made by Mr. Schaeve and seconded by Ms. Grill to approve the minutes of the meeting held on May 21, 2019 as presented. The motion passed unanimously.

**4. Executive Director's Report**

**a. Statistical Update – May 2019**

Ms. Sparapani reported Admissions were up almost 1.34%, for the month of May compared to last year.

Ms. Sparapani reported Adoptions equal, Reclaims down 1%, Transfers equal and Euthanasia up 1% for the month of May.

Ms. Sparapani reported WHS pulled 168 animals, Bichon & Little Buddies pulled 15 animals and Marathon County Humane Society pulled 8 animals in May.

After discussion, a motion was made by Mr. Schaewe and seconded by Ms. Grill to approve the statistical report for the month of May 2019. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported working on the upcoming Stella & Chewy's promotion, the "MADACC 400". Stella & Chewy's will be donating funds for 400 animals to be spayed/neutered for free in pre-selected zip codes.

Ms. Sparapani reported working on an SOP for police departments to reference.

Ms. Sparapani reported on an upcoming meeting with the district attorney regarding seizure laws and stray animals.

**c. Supervisor's Report**

Ms. Shillinglaw had nothing to report.

Ms. Proeber had nothing to report.

**d. Friends of MADACC Update**

Ms. Sparapani reported FOM is tidying up details for the upcoming, Walk, Run, Wag on July 13th.

**5. Treasurer's Report**

**a. Financial Statements – May 2019**

Mr. Bell reported General Fund Revenues at \$1,323,731 and Expenses at \$1,059,983 with an excess of revenues over expenditures of \$491,141. With a beginning General Fund balance of \$832,590, the ending General Fund balance in May was \$1,323,731.

Mr. Bell reported revenues in Intergovernmental at 50.00%, License and Fees at 79.34%, Public Charges for Services at 47.42%, Commercial Interest Income at 55.78% and Other Revenues at 63.31% of budget. Mr. Bell noted revenues for Spay/Neuter are low at 35.91%. Ms. Sparapani noted \$10,000 in Spay/Neuter revenue will be coming in next week from Friends of MADACC. Overall, Revenues were at 51.71% of budget.

Mr. Bell reported expenses in Personnel Services Costs 34.53%, Contracted Services at 46.00%, Municipal Services and Deposits at 29.61%, Materials and Supplies at 30.81% and Capital Outlay at 4.71% of budget. Overall, Expenses were at 35.34% of budget. Mr. Bell noted Snow Removal is already over budget and Insurance showed a negative balance for the month due to the annual dividend received in May.

After a brief discussion, a motion was made by Mr. Archambo and seconded by Mr. Luberda to approve the May 2019 financials as presented. The motion passed unanimously.

**6. Adjournment**

There being no further business, a motion was made by Mr. Schaeve and seconded by Ms. Grill to adjourn the meeting of June 18 , 2019 at 1:13pm. The motion passed unanimously.

Respectfully submitted,

Laura Proeber  
Operations Manager