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**

**.**

**Members Present:** Mr. Michael Neitzke, City of Greenfield

Mr. Thomas Bell, City of Milwaukee

Ms. Rebecca Grill, City of West Allis

Ms. Stephanie Janz, Village of River Hills

Mr. Don Schaewe, City of Milwaukee

**Excused:** Mr. Jim Archambo, City of Wauwatosa

Mr. Mark Luberda, City of Franklin

**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. 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. Bell and seconded by Ms. Grill to approve the minutes of the meeting held of August 20, 2019 as presented. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update - August 2019**

Ms. Sparapani reported Admissions were up almost 9% or 90 animals, for the month of August compared to last year.

Ms. Sparapani reported Adoptions up 2%, Reclaims equal, Transfers down 7% and Euthanasia up 2% due for the month of August.

Ms. Sparapani reported WHS pulled 171 animals, K & R Small Animal Rescue pulled 8 animals and Purebred Cat Rescue pulled 5 animals in August.

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

**b. Operational Update**

Ms. Sparapani reported on doing additional police training with the MPD.

Ms. Sparapani discussed a matter regarding a cat sanctuary run out of a home in Wauwatosa. Ms. Sparapani noted this group in not an established recue group.

Ms. Sparapani reported the cat cage portals are still open as cats are getting out the door promptly either through adoption or transfer.

Ms. Sparapani shared a MADACC summary graphic that was handed out at the ICC meeting.

**c. Supervisor's Report**

Ms. Shillinglaw discussed preparing for Fromm Pet Fest.

Ms. Proeber stated Member Billings would be going out today.

Ms. Proeber reported a contract for a new gate was signed.

**d. Friends of MADACC Update**

Ms. Sparapani reported Rockabilly for Rover will be on October 26th.

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1. **Treasurer’s Report**
   1. **Financial Statements – August 2019**

Mr. Bell reported General Fund Revenues at $2,300,059 and Expenses at $1,756,465 with an excess of revenues over expenditures of $543,594. With a beginning General Fund balance of $832,590, the ending General Fund balance in August was $1,376,184.

Mr. Bell reported revenues in Intergovernmental at 75.00%, License and Fees at 95.96%, Public Charges for Services at 74.58%, Commercial Interest Income at 88.04% and Other Revenues at 88.72% of budget. Overall, Revenues were at 76.67% of budget.

Mr. Bell reported expenses in Personnel Services Costs 58.60%, Contracted Services at 67.30%, Municipal Services and Deposits at 57.88%, Materials and Supplies at 48.76% and Capital Outlay at 20.01% of budget. Overall, Expenses were at 58.56% of budget.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Ms. Janz to approve the August 2019 financials as presented. The motion passed unanimously.

* 1. **Draft 2020 Budget Presentation**

Ms. Sparapani noted the 2020 draft budget included a 1.5% increase in billings to members.

The board discussed the licensing program and to evaluate MADACC receiving 100% of the funds in the future.

Mr. Neitzke proposed adding $20,000 in Capital Projects billings to members.

1. **Law Enforcement Certification Status**

Ms. Sparapani noted MADACC would no longer have a member with law enforcement certification since the retirement of Mr. McDowell.

1. **Adjournment**

There being no further business, a motion was made by Mr. Neitzke and seconded by Mr. Schaewe to adjourn the meeting of September 17, 2019 at 1:37pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Managager