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 October 20, 2020 – 1:00pm

Meeting Via Teleconference

**Members Present:** Mr. Don Schaewe, City of Milwaukee

Ms. Rebecca Grill, City of West Allis

Mr. Jim Archambo, City of Wauwatosa

Mr. Michael Neitzke, City of Greenfield

Mr. Paul Boening, Village of Whitefish Bay

**Members Absent**: Mr. Thomas Bell, City of Milwaukee

Ms. Stephanie Janz, Village of River Hills

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

Ms. Laura Proeber, Operations Manager, MADACC

1. **Roll Call**

The Microsoft Teams meeting # 833 858 204 was convened at 1:04pm; 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. Boening and seconded by Mr. Schaewe to approve the minutes of the meeting held on September 15, 2020. The motion passed unanimously.

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1. **Executive Director’s Report**

**a. Statistical Update – September 2020**

Ms. Sparapani reported Admissions were down for the month 18.52% compared to last year.

Ms. Sparapani reported Adoptions up 7%, Reclaims equal, Transfers down 1% and Euthanasia down 6% compared to last year.

Ms. Sparapani reported Urban Cat Coalition pulled 70 feral kittens in September, with WHS taking in 23 animals and K & R Small Rescue taking in 16 small animals.

After discussion, a motion was made by Mr. Schaewe and seconded by Mr. Neitzke to approve the statistical report for September 2020. The motion passed unanimously.

**b. Operational Update**

Ms. Sparapani reported receiving a $5,000 grant from Best Friends for medical care for cats.

Ms. Sparapani reported working on an online Pit Bull seminar.

Ms. Sparapani reported on upcoming training classes for the Post Office and Police Departments.

**c. Supervisor's Report**

Ms. Proeber had nothing to report.

**d. Friends of MADACC Update**

Ms. Sparapani reported on an upcoming meeting with the FOM President.

Ms. Sparapani reported FOM has already raised $8,000 through their calendar fundraiser.

Ms. Sparapani reported FOM has lowered expectations for annual budget.

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1. **Treasurer’s Report**
   1. **Financial Statements – September 2020**

Mr. Neitke noted members received an email review of the September financials by Mr. Bell.

After a brief discussion, a motion was made by Mr. Schaewe and seconded by Mr. Boening to accept and approve the August 2020 financials as presented via email by Mr. Bell. The motion passed unanimously.

* 1. **Draft Budget Discussion**

Ms. Sparapani reported an adjustment to Member Billings due to intakes with an unknown location billed to West Milwaukee.

Ms. Sparapani reported the Capital Projects budget was raised to $95,000 for the replacement of one HVAC unit. Billings for 2021 and 2022 will be used for this project.

After a brief discussion, a motion was made by Mr. Neitzke and seconded by Ms. Grill to approve the adjusted budget and present the 2021 Final Budget to the Board of Directors. The motion passed unanimously.

1. **Adjournment**

There being no further business, a motion was made by Mr. Neitzke and seconded by Ms. Grill to adjourn the meeting of October 20, 2020 at 1:16pm.  The motion passed unanimously.

Respectfully submitted,

Laura Proeber

Operations Manager