MEETING MINUTES

Call to Order

- Green County Humane Society Board
- Board Attendees
  - Ron Neuenschwander, Heather Lisser, Jo Ellen Mosher, Chandra Deprez, Eileen Freitag, Chris Reed, Ginny Bean
- Others in Attendance
  - Jenny Wright, GCHS Executive Director
- Not Present
  - Mandy Pas

Meeting called to order

5:30 p.m. by board President Ron Neuenschwander

New Board appointments

Motion: Approve Mary Jane Grenzow as a member of the Green County Humane Society Board to serve until the annual meeting in May of 2019. This short-term appointment will not affect her ability to serve 2 terms on the board.

Motion: Chris Reed. Second: Chandra Deprez. Approved unanimously.

Approval of Agenda

Motion to approve: Eileen Freitag. Second: Chris Reed. Approved unanimously.

Approval of Previous Minutes

Motion to approve: Eileen Freitag. Second: Jo Ellen Mosher. Approved unanimously.

Treasurer’s Report

Motion to approve: Heather Lisser. Second: Chandra Deprez. Approved unanimously.

Director’s Report

Motion to approve: Chandra Deprez. Second: Ginny Bean. Approved unanimously.

Committee Reports

Motion to approve the following committee reports: Chris Reed. Second: Ginny Bean. Approved unanimously.

  a. Executive
  b. Nominations
  c. Building and Grounds
Unfinished Business

Name new committee chairman and committee members:
Euthanasia:

Large-scale intake committee chairman: Tabled until after retreat. Do we need this committee going forward? Also noted, that Eileen Freitag is also a member of this committee, although it is not in the minutes from June.

Finance Committee: Ginny Bean accepting suggestions. Need at least 2 members.

Building and Grounds: No members needed, but Ron Neuenschwander will talk to committee chairman Paul Barrett to see if he would like to add more.

New Business

Retreat: Reminder on the details:
Theme: “Where Does the Organization Go from Here — Creating a Shared Vision”
Noon to 4 p.m. Sunday, Nov. 18
Room 202, Enterprise Center, Blackhawk Technical College’s Monroe campus

Discuss offer: Directed Jenny to meet with county and Paul Barrett about land available through the county. Questions to answer:
Cost to maintain property currently?
Plan for road?
Cost to lease?
For how long?
Is there an expectation on what GCHS would/could do with the land?
What would county do with it if GCHS didn’t take it?

Tabled motion: Approve paying $2,870 to T&J Custom Cabinetry, Monticello, to add stainless steel plates to 43 cat condo floors as a preventative measure. (Building and Grounds)
Motion: Ginny Bean Second: Chandra Deprez.
Tabled for Ron Neuenschwander to get more information:
Next best option/cost?
Other installers contacted?
Build into budget for next year?

Announcements

From the executive director: A photographer will be brought to our next meeting to get headshots of board for the website. Board members are also invited to bring in a headshot if they prefer.

Another dog transfer set for Saturday, Nov. 17. Volunteers will be needed.

Other Business

Created a task force to plan a Holiday Open House, tentatively set for noon to 5 p.m. Saturday, Dec. 15.
Volunteers so far include Chris Reed, Eileen Freitag and Heather Lisser. (Ginny Bean and Ron Neuenschwander said they will be available to help at the event.)

Adjournment

Motion by Jo Ellen Mosher. Second: Heather Lisser. Approved and adjourned at 7:10 p.m.

Closed session

None.

Next regular meeting
MEETING MINUTES

Call to Order

- Green County Humane Society Board
- Board Attendees
  - Ron Neuenschwander, Heather Lisser, Jo Ellen Mosher, Chandra Deprez, Eileen Freitag, Chris Reed, Ginny Bean, Mary Jane Grenzow
- Others in Attendance
  - Jenny Wright, GCHS Executive Director
- Not Present
  - Mandy Pas

Meeting called to order
12:00 p.m. by board President Ron Neuenschwander

New Board appointments

Motion: Approve Laurel Decker as a member of the Green County Humane Society Board to serve until the annual meeting in May of 2019. This short-term appointment will not affect her ability to serve 2 terms on the board. The board acknowledges that she and fellow board member Chandra Deprez are mother and daughter, and this relationship will be considered when determining quorum.

Retreat takeaways

Issues brought up that need to be considered and possibly addressed by the board:

Board issues
What type of board are we? (collective, working, advisory, managing, fund raising, policy, some of each)?
Committees – which do we need
Board members — Talent survey of existing members, identify needs, find candidates
Board policy books/orientation program
When do we review Executive Director?
  - What are her Goals

Operations
Unfilled office positions
Stakeholder surveys – Revamp, phone calls, outreach by staff, incentivize them?
Strategic plan
Lafayette County – How do we make ourselves known there

Fund-raising/philanthropy
  - Naming rights
  - Calendar of planned outreach - 5 big events/6 mailings???
  - Can we get grants or do a fund-raiser for Spay/Neuter clinics
  - Grant research

Land decision – long-term vision – large animals
Vision/values and Mission statement – update? Serve community/serve animals? Post in lobby along with goals (like Second Harvest does)?

Employee benefits
Projects – Lobby meet/greet area
  - Outdoor cat rooms
  - Outdoor meet/greet area

Investigate endowment
Do we need an investment advisor

Adjournment
4:00 p.m.

NOMINATIONS COMMITTEE

Meeting: 5:30 p.m. Nov. 14, GCHS Multipurpose Room
Attendees: Chris Reed, Jo Ellen Mosher, Heather Lisser, Candidate Laurel Decker

Motion: Recommend Laurel Decker to be appointed as a new board member to serve until May, 2019. She would then still be eligible to serve 2 terms.

Note: Confirmed with Advisory that there was nothing in our bylaws or any legal reason preventing immediate family members from serving together on the board.

Also, learned the process for making an exception to the 90-day membership rule for board candidates. From our legal counsel, there are two routes the board can go to address the requirement:

1. Wait out the 90 days, then appoint.

2. Using the ratified waiver clause in Section 2, the Nominations committee would need to draft a statement with the following:

   A. That they are aware that the nominee does not meet the eligibility requirement of Section 1(i).
   B. Justification/reasoning as to why the nominee should be appointed before the 90 days. For example: Does the nominee possess a special skill that's needed on the board immediately? Is there a quorum issue that needs to be addressed?
   C. The statement needs to be signed unanimously by the Nominations committee.

If the committee goes with the ratified waiver, it needs to be presented to the full board for consideration when the committee submits the nominee's name for a vote. The ratified waiver should be kept in the nominee’s board file should any member question the process or reasoning.
Attached are the original estimate ($1,642) and final invoice ($1,534) for the stainless steel bottom plates for the cat condos that needed immediate attention.

You will see the number went up to 25 from the original 23. As with any remodeling you usually find another thing or two that needs repair as you go.

Tim Frankowski, who built the condos & did the stainless installation, noticed 3 mounting plate hinges that needed replacement when he was there. These have been added to the final invoice with the extra two SS plates

Tim has installed 22 of the 25 plates leaving a few undone for viewing at the Dec. 15th open house.

He installed the 22 plates in 3 trips to accommodate staff in moving cats around. He came the Wednesday evening before Thanksgiving, Friday morning & Saturday morning of the Thanksgiving weekend.

We have 20 bags of Paw Thaw ice melt on order from Mounds to resupply inventory for winter.

Building & Grounds will be scheduling a meeting with Jennifer Wright to establish budget numbers for 2019. It doesn't look like there should be any major purchases or repairs needed. We will get up to date service contract figures so we can plug in the most accurate numbers available for all budget line items.

With the cold weather upon us temperatures and system functions are monitored at the shelter at least twice daily along with the usual monthly maintenance & checks.

Starting in December we have increased our dumpster service to twice per month pickups from once per month. Once per month was not enough to keep the dumpsters from becoming full between pickups.

The monthly cost will be $180 for both the trash & recycling dumpsters, up from $ 114 per month.

The increase in activity—be it transfers, spay/neuter days, adoptions and public traffic through the shelter contribute to the increased need.

Personal note: It's a wonderful site to see the amount of people, adoptions, volunteers and interaction between staff and the visiting public taking place at GCHS these days. I would think your animal adoption numbers over the past several months reflect the positive work and atmosphere that is present at the shelter.

Let us know if you have any questions.

Thank you,
Paul Barrett
Chair Building & Grounds committee