



Wednesday, September 26, 2018 at 8:30AM
MEETING MINUTES

Call to Order – The meeting was called to order by Committee Chair Elizabeth Flowers at 8:30 a.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Lynn Cullick	Here		
Elizabeth Flowers	Present		
Matt Kellogg	Yes		
Matthew Prochaska	Here		
John Purcell	ABSENT		

With four members present, a quorum was established to conduct committee business.

Others present: Scott Koeppel, Laura Pawson

Approval of Agenda – Motion made by Member Prochaska to approve the agenda, second by Member Cullick. **With four members in agreement, the motion carried by a vote of 4-0.**

Approval of Minutes – Motion made by Member Prochaska to approve the minutes from August 29, 2018, second by Member Cullick. **With four members in agreement, the minutes were approved by a 4-0 vote.**

Monthly Report – Laura Pawson reviewed the census report with the committee. Written report provided for August 2018.

Available Dogs for Adoption: 2

Available Cats for Adoption: 6 (5 Cats, 1 Kitten)

Bite Report – Total: 20 dogs, 1 cat

Visitors viewing animals – 80

Events/News

Saturday, October 13 th	Pet Supplies Pet Adoption Event	11am – 2pm
Tuesday, October 16 th	Volunteer Orientation	6pm-7:30pm
Weekly “Pet of the Week” ad in Shaw Media Newspaper		

Operations Report – Written report provided. Director Pawson reported on the new kennel technician, and stated they are now fully staffed.

Ms. Pawson also reported on the ShelterPro software, and said that after research and discussion with other Animal Control facilities, she has determined that ShelterPro would not be an appropriate choice for Kendall County. Ms. Pawson will continue to research other options.

Discussion on potential adoption special offers and fees.

Accounting Report - Written report provided. Ms. Pawson reported they continue to send compliance violation letters, and that she has met with the State's Attorney's Office to discuss other options.

Old Business - None

New Business - None

Executive Session – Not needed

Action Items for the County Board - None

Public Comment – None

Adjournment – Member Prochaska made a motion to adjourn the meeting, second to the motion by Member Kellogg. **With four members present in agreement, the meeting was adjourned at 8:49a.m.**

Respectfully Submitted,

Valarie McClain,
Administrative Assistant & Recording Clerk