



KENDALL COUNTY
ANIMAL CONTROL

Wednesday, April 26, 2017 at 8:30AM
Historic Courthouse, East Wing Conference Room
109 W. Ridge Street, Yorkville, IL

MEETING MINUTES

Call to Order – The meeting was called to order by Committee Chair Elizabeth Flowers at 8:38a.m.

Roll Call

Committee Members Present: Elizabeth Flowers, John Purcell, Lynn Cullick, Matthew Prochaska. **With three members present, a quorum was established to conduct committee business.**

Committee Members Absent: Matt Kellogg

Others present: Laura Pawson, Jeff Wilkins

Approval of Agenda – Motion made by Member Prochaska to approve the agenda, second by Member Cullick. **With all in agreement, the motion carried.**

Approval of Minutes – Member Purcell made a motion to approve the revised February 22, 2017, and the March 29, 2017 meeting minutes, second by Member Cullick. **With all in agreement, the motion carried.**

Monthly Report – Laura Pawson reviewed the census report with the committee. Written reports provided.

Bite Report – Total: 23 dogs

Visitors March: 41

Events/News

Saturday, April 29, 2017	Open House Adoption Event 10am – 2pm
Tuesday, May 9, 2017	Volunteer Orientation
Saturday, May 13, 2017	Pet Supplies Plus Adoption Event 11am - 2pm

Weekly Posting of “Pet of the Week” ad in Shaw Media Newspapers
Monthly adoption appearance on WSPY Television

Operations Report

- Job Posted for Part-Time Office Assistant – Ms. Pawson stated that the current Office Assistant will be leaving for a full-time position elsewhere. The position has been posted and Ms. Pawson has received several promising applications so far.
- Update on Feral Cat Spay/Neuter Program – Ms. Pawson asked the committee if they can use funds from the County Animal Population Control fund for a new Spay/Neuter of Feral Cats in the County. There was consensus by the committee to proceed with the program.
- Update on Open House Event scheduled for April 29, 2017 – Ms. Pawson said this is scheduled from 10:00a.m. to 2:00p.m. and will include free balloons, popcorn, refreshments and face-painting.

Accounting Report – Jeff Wilkins provided an overview of the financial report with the committee.

Old Business – *Final Approval for Fence Construction behind Trailer (South side)* – Ms. Pawson met with Facilities Management Director Jim Smiley regarding the construction of the fence and the condition of the structure. Ms. Pawson presented three quotes for the construction, and said this fence would be similar to the one on the north side of the facility. All three quotes are prevailing wage applied. Member Purcell made a motion to proceed with Ideal Fence, Inc. for \$4,800., second by Member Flowers. **With all members voting aye, the motion carried.**
Executive Session – None

Action Items for the County Board

- *Approval of Fence Construction behind Trailer (south side), by Ideal Fence, Inc. in an amount not to exceed \$4,800.*

Public Comment – None

Adjournment – Member Purcell made a motion to adjourn the meeting, second to the motion by Member Cullick. **With all in agreement, the meeting was adjourned at 9:23am.**

Respectfully Submitted,

Valarie McClain
Recording Clerk