



KENDALL COUNTY
ANIMAL CONTROL

Wednesday, June 28, 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 Vice Chair Lynn Cullick at 8:30a.m.

Roll Call

Committee Members Present: Matt Kellogg, Lynn Cullick, Matthew Prochaska. **With three members present, a quorum was established to conduct committee business.**

Member Purcell arrived at 8:34a.m., and Member Flowers arrived at 8:36a.m.

Others present: Laura Pawson

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

Approval of Minutes – Member Prochaska made a motion to approve the May 24, 2017 meeting minutes, second by Member Kellogg. **With all in agreement, the motion carried.**

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

Available Dogs for Adoption: 3

Available Cats for Adoption: 11 (6 cats, 5 kittens)

Bite Report – 19 Total: 2 cats, 17 dogs

Visitors – May: 83

Events/News

July 8 Pet Supplies Plus Adoption Event 11:00a.m.-2:00p.m.

July 11 Volunteer Orientation 6:30-8:00p.m.

July 22 Oswego NAPA Store Adoption Event 10:00a.m. - Noon

Weekly “Pet of the Week” ad in Shaw Media Newspapers

Monthly adoption appearance on WSPY Television

Operations Report

Hire of 2 Part-Time Kennel Technicians – Ms. Pawson reported she has hired two part-time kennel technicians and the office is now fully staffed.

Accounting Report – The committee reviewed the financial report.

Discussion on using the Animal Control Capital Fund #340 for replacing the boilers, installation of a new air exchange system, roof repair, daily operation and functionality of the current building and trailer. **The committee asked Ms. Pawson to draft a list of building concerns and issues for discussion at the July meeting.**

Old Business

Update on the Fence Construction behind Trailer (South side) – Ms. Pawson is awaiting an installation date from the fence company. Ms. Pawson will contact the company again to get the installation scheduled as soon as possible.

New Business - None

EXECUTIVE SESSION – Member Purcell made a motion to enter into Executive Session for the purpose of the review of discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5ILCS 120-2, second by Member Prochaska.

Roll Call: Member Purcell – present, Member Cullick – yes, Member Kellogg – yes, Member Prochaska - yes, Member Flowers - yes. **With five members present voting aye, the committee entered into Executive Session at 9:09a.m.**

Date of Executive Session	Retained	Released
May 19, 2010	X	
July 29, 2011	X	
July 29, 2015	X	
July 31, 2015	X	
August 13, 2015	X	
September 16, 2015	X	
December 16, 2015	X	

With all in agreement, the committee reconvened in Open Session at 9:12a.m.

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 all in agreement, the meeting was adjourned at 9:13a.m.**

Respectfully Submitted,

Valarie McClain, Recording Clerk