



Wednesday, June 22, 2016 at 4:00PM

**MEETING MINUTES**

**Call to Order** – The meeting was called to order by Committee Chair Jeff Wehrli at 4:16p.m.

**Roll Call**

Committee Members Present: John Purcell - here, Elizabeth Flowers – present, Jeff Wehrli – here. **With three members present, a quorum was established to conduct committee business.**

**Committee Members Absent:** Matthew Prochaska (excused)

*Lynn Cullick arrived at 4:25p.m.*

**Others present:** Laura Pawson, Jeff Wilkins

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

**Approval of May 18, 2016 Meeting Minutes** – Member Purcell made a motion to approve the minutes from May 18, 2016, second by Member Flowers. **With all present in agreement, the motion carried.**

**New Business** – None

**Old Business** – Member Wehrli updated the committee on the pending purchase or lease of a trailer that will serve as the offices and sit next to the current facility. Mr. Wehrli, Ms. Pawson, Mr. Wilkins and Mr. Smiley will visit the vendor next week to check on the measurements, door placement, appropriate size for Animal Control needs, etc. There was consensus by the committee to lease the trailer for the first year, and then consider purchasing it later. They will bring the lease to the committee at the July meeting, before taking to the County board for final approval.

**Census Report** – Ms. Pawson reviewed the May census and bite/euthanasia reports with the committee.

<b><u>DOGS</u></b>	<b><u>MAY</u></b>	<b><u>JUNE (to-date)</u></b>
Intakes	36	11
Adopted	4	6
Reclaimed	22	9
Transferred	1	1
Euthanized	1	1

Total Dogs Available for Adoption: 8

Total Unavailable Dogs: 6 (2 in heat)

<u>CATS</u>	<u>MAY</u>	<u>JUNE (to-date)</u>
Intakes	10	1
Adopted	1	0
Reclaimed	0	0
Transferred	1	1
Euthanized	4	1

Total Cats Available for Adoption: 3 cats, 3 kittens    Total Unavailable Cats: 1 cat, 1 kitten

**Bite Report** May Total: 16 Dogs 3 Cats

**Visitors** May - 77

**Upcoming Events/News**

- Thursday, June 9 – Volunteer Orientation (2 attendees)
- Saturday, June 11 – Pet Supplies Plus Adoption Event, Yorkville
- Saturday, June 18 – Prairie Fest Adoption Event
- Friday, June 24 – WSPY Channel 30 Appearance featuring adoptable pet
- Saturday, July 9 – Pet Supplies Plus Adoption Event, Yorkville
- Tuesday, July 12 – Volunteer Orientation

Continue running weekly Ad for adoptable pets in Record Newspapers  
Possible return to WSPY in June

**Operations Report**

- *Job Posting for Kennel Manager/Animal Control Officer* – Ms. Pawson reported that the job ad will be posted on the County website today. Glenn Campos to post the want ad on other no cost websites.
- *Update on Chihuahua Kady* – Ms. Pawson reported that Kady’s eye removal surgery was successful. She continues healing, and is currently in heat, but will be ready for adoption in a few weeks.
- *Update on one-day July Special Event and 50/50 Sponsorship* – Ms. Pawson stated that she is planning a “Clear the Shelter” special event on July 23, 2016, and said the shelter will have extended hours until 5:00p.m.on that one Saturday, and they will offer no adoption fee for that day.

**Accounting Report** – Jeff Wilkins reviewed the monthly financial report with the committee, and said it was another good month although revenues are down slightly from last year. Rabies tags have increased, and donations are down from last year. Member Purcell asked that the Medical Fund numbers be added to the monthly Financial report.

**Public Comment** – None

**Executive Session** – None needed

**Action Items for the County Board** - None

**Adjournment** – Member Flowers made a motion to adjourn the meeting, second to the motion by Member Cullick. **With all in agreement, the meeting was adjourned at 5:03p.m.**

Respectfully Submitted,

Valarie McClain  
Administrative Assistant/Recording Clerk