Chippewa County Humane Association Board of Director’s Meeting

April 11, 2022

The monthly meeting was called to order at 6:01 p.m. being held at the Chippewa County Courthouse, room 119Q. In attendance were board members: Deb Newman, Pam Gibbs, Paula Young, Lori Mueller, Deanna Raeke, Cheryl Halida, and ChristineMyers. Nick Goeman, Crystal Kademan and Shelter Manager Mandi Beauchaine were absent.

**Members of the Public:** Rachel Faber with the Chippewa County Sheriff’s Office.

**Secretary’s Report:** Need to add to the March minutes – the regular BOD meeting adjourned, and the BOD went into private session. We will not go back to minutes in the past and will need to add to any minutes in the future when we do this. A motion was made to approve the secretary’s report by Cheryl Halida and seconded by Pam Gibbs. All consented. Minutes approved.

**Treasurer’s Report:** The current balance of Money Market is $252,066.00; the checking is $119,835.00 and savings is $8,381.00. A motion was made to approve the treasurer’s report by Cheryl Halida and seconded by Paula Young. All consented. Report approved.

**Shelter Report:** The census for the month of March: there were 24 surrenders (4 dogs and 20 cats), and 38 strays (10 dogs and 128cats). We took in 9 dogs from Texas. There were 15 kittens and 7 puppies born at the shelter. There were 1 dog and 0 cats euthanized for significant health concerns at the shelter. There were 0 animals euthanized due to space. There was 1 cat/kitten that passed away due to health issues while in foster care. There were 9 dog adoptions, 33 cat adoptions, 1 small animal adoption. There was 0 dog transferred to Eau Claire Humane Association. There were 9 dog owner claims and 0 cat owner claims. There were cats at 3 Petsmart, 0 dog at Bob’s house for dogs, 1 dog and 26 cats/kittens in foster care. The total census at the end of the month was: 23 dogs, 61 cats, 0 small animals at the shelter. There was 1 dog alteration and 10 cat alterations at Chippewa Vet Clinic, 2 dog alterations at Riverview Vet all free of charge and 5 cat alterations at Purple Cat with a cost of $370 covered by the spay/neuter fund.

Cat adoptions were average for this month. We are starting to see multiple pregnant moms, and kittens have begun to be born in foster. Kitten season is officially here. We had a good month for dog adoptions, but also had 7 puppies born at the shelter, so our number of dogs has increased! The staff moral continues to be great. Staff has really begun working together as a team and fills in any gaps in the schedule. There have not been many sick days, call ins, and Mandi hasn’t had to settle any situations or disagreements between staff all month. We are currently hiring for a cat kennel assistant for 2 days a week, but the staff has all worked together to cover any times or duties that need done, without the office staff having to cover shifts. There has always been an unclear communication line for the staff to contact the manager, Mandi created a Communication Policy, which has alleviated this issue. Barks and Rec has continued to be an asset. They have really helped us better understand each dog’s temperament, and training needs, so we can try to get them in the right home. Both Ellie and Chata have been at the shelter a long time but have shown improvement in their training and testing. They both have appointments with potential adopters, and we are hopeful that we found the right matches. We are increasing the price of our adoptions for puppies. Both Dunn and Eau Claire charge a higher fee for puppies, pure breads, and small breads. We have adjusted our pricing so that we can charge more based on each dog, and less on a flat fee. During the next month, we plan to clean out the large garage of excess clutter for the thrift sale. Mandi as time allows will be having some shelving built in the big garage for organized storage of larger items. Mandi was contacted by a restaurant owner regarding a larger benefit event. We have picked a time to reopen and are working out the details. The thrift sale fundraiser has been planned, and we already have a very good supply of items. I have a group of ten volunteers set to help with the set up and running of the sale.

The stats on Facebook this month: Post Reach: 42,600 people, Page Likes: 9,961, Total Followers: 10,272, Clicks to our website: 33, and Post Engagements: 8,198.

**Standing Committees Updates**

**A. Paw & Purr:** The Heyde Center double booked the 6/11 date. They have 6/3, 6/4, 6/25. The board agreed to 6/25 – Christy will call to reserve. Karl is also open that day. Christy mentioned she did check into cupcakes at Chic Sweets, and they charge $27 per dozen. This seems somewhat expensive, so Deanna will check with the CDC (Career Development Center) to get their price on cupcakes.

**B. Newsletter:** Need a picture of Lori. P&P information will be added once the date is reserved. Will also be adding in information about flea and tick prevention and heart worm info as well as a reminder of warm weather issues.

**C. Paint Party:** April 3 and it went very well, and Crystal is planning for one in the fall.

**C. Golf Outing:** Nick will be sending out an email on the prices and he is looking for someone who can make a sign. Lori will check into as she is not in the graphics department at Mason and let us know.

**New Business:**

**A. Bite Incident:** There was gentle man here visiting Elly and she bit him. We sent him to the hospital and will be quarantining the dog.

**B. Race Tribute in honor of Gary:** Lori mentioned she got a call from one of Gary’s kids and they will be doing a dirt track race in his honor and will be donating the proceeds to us. More details to come.

**C. Adoption Fees:** Mandi did some research and sent out a listing of what other shelters in the area charge. They all were higher than CHA. The board reviewed Mandi’s proposed adoption fees and decided for dogs – puppies unaltered (2 – 6 months) $250 + $100 deposit; young dogs (6 months – 3 years) small: $250 and large: $175; senior dogs (8+ years) small: $100 and large: $75. For Cats – kitten (under 6 months) altered $120; unaltered $80 + $50 deposit; kittens/cats (6 months – 7 years) altered $100 and unaltered $70 + $50 deposit; cats (8+ years) $50.

D. **Fund Raising Event @ Z:** The board had a lot of questions as we are being asked by the venue to provide volunteers for the event. We do not have a lot of volunteers and wouldn’t be able to support on our own. There were also questions regarding our raffle license because bars are not allowed to have this kind of license. The board decided at this time we would not be able to support this fund raiser as there are too many outstanding questions.

**Old Business:**

**A. Shelter Reopening:** Soft Reopening 4/26/22. No Advertising at this time, website will be updated with hours and new viewing policy. Official Reopening 5/10/22. Facebook post will be made to alert the public, considering flyers, depending on the number of walk-ins that start after the Facebook post.

**New Guidelines for animal viewing of Cats**

Potential Adopters must first fill out an application before viewing the cats. Once their application is filled out, they can view the animals. During this time their application will be approved if it is possible to contact their vet and/or landlord. If we are able to approve them, they can adopt the same day. If we are unable to approve them, we will not hold the cat. They must be approved applicants in order for us to hold a cat. In order to hold a cat, you must complete the adoption paperwork and pay the adoption fee. If an adopter wants to ensure a same day adoption, the adopter can apply online or in person beforehand and wait for approval before coming into the shelter. This would ensure that the adopter can adopt any cat you meet.

Approved applicants may come in multiple times to view our available animals, but if they are frequently viewing without adopting, they will be asked to start making appointments on our closed days to allow our open days for new adopters. If you are not interested in adopting, and would just like to view the cats, you must set up an appointment to do so. We reserve our open hours for potential adaptors only. If you wish to view the cats for enjoyment or educational purposes we can schedule you an appointment on Wednesday, Friday, or Sunday from noon until 4:30 pm. These appointments are 30 mins long, and all children must be accompanied by an adult. For groups, there is a limit of 6 and there needs to be at least one adult for each 2 children. If your group is larger than 6, you will need to speak with the director before scheduling an appointment.

**New Guidelines for animal viewing of Dogs**

Potential adaptors must be approved before meeting any of our adoptable dogs in person.

For walk ins, we will use an iPad to show our adoptable dogs and their descriptions. Anyone interested in meeting one of the dogs in person If we are able to approve your application right away, we will then discuss the type of dog you are interested in, show you their online descriptions, and then once you have narrowed down your choice of animals, will take you into our dog yard to meet the ones that may be a right fit for you. If you have another dog at home, we will schedule a time for the adopter to return to do a meet and great with the chosen dog. We will hold this dog for you as long as a meet and great is scheduled. If the adopters do not have another dog at home, approved applicants would be able to adopt and take the dog home, the same day you meet them.

Viewing of animals is a privilege and can be denied to any person for any reason. All potential adopters and animal visitors will be programmed into ark and will be denied returned access to make appointments if they are not beneficial to the animals or staff.

**Hours:**

Open Office Hours (for all business other than Animal viewing)

Tuesday (9am-6pm), Thursday (9am-5pm) and Saturday (9am-4pm)

Adoption Viewing Hours (walk ins allowed for approved or potential adopters)

Tuesday (Noon-6pm), Thursday (Noon-5pm) and Saturday (Noon-4pm)

Interaction Visiting Hours (CATS ONLY, and requires an appointment)

Sunday (noon- 4:00 pm), Wednesday (noon- 4:30 pm) and Friday (noon- 4:30 pm)

**Other Details Regarding Reopening:**

Volunteers can be here at any day between noon and 5 for cat interaction. If they are here, they may be asked to perform additional tasks when we need assistance. Volunteers must wear name badge at all times, and direct members of the public to a staff member if asked a question.

During Visiting Hours, all members of the public and volunteers will be given badges to distinguish them. Volunteer orientation to include directing the public visitors’ questions to a staff member.

**Items that need to be finish before opening:** Name badges, Hallway rope to limit access to back, Hours for door, Schedule book for visitation times, iPad set up for animal viewing, website updates on hours and viewing policy and Facebook announcement for official reopening.

A motion was made to adjourn the meeting by Deanna Raeke and Paula Young seconded it. The meeting was adjourned at 8:28 p.m.

The next board meeting will be held on Monday, May 9, 2022, at 6:00 p.m. at the Chippewa County Courthouse, room 119Q.

Respectfully submitted by Christine Myers, Secretary.