



Sep 19, 2018

6:45 pm CALL TO ORDER

Present: Brad Beehler, Cindy Filler, Jane Meyer, Lori Gossard, Jeff Hoberg (arrived at 7:57), Muriel Kingery, Lisa Knoll, Michelle Staggs (via telephone)

Absent: Shelly Byzewski, Nancy Yoshida

This meeting will be different than normal meetings – minutes will not be reviewed and committee updates will not be presented. Instead the focus will include priorities for the future.

Judy from Brady Martz did an update on the financial audit. There was a day and night difference between the audit this year vs last year – it was much better. Judy explained there are levels of financial audit – compilation, review and audit. An audit issues statements that says financials are correct; a review is limited assurance based on this year vs last year but no testing or digging is done. We had an audit done. In kind donations are at a level where they are significant so we need to address them separately. We didn't have tracking and value for a few items and Lauralee is working on those. Our accountant Dona Wambsganss is now doing the financial statements which has really helped. The final bill is based on time.

Pamphlets for two upcoming events were handed out: Hog Dog Jog and Raise Your Paws auction. The auction goal is \$50,000. It is also the 45th anniversary of the shelter which will be highlighted during the auction.

Additional information was presented regarding the dog bite court case. The dog did not bite anyone at the shelter – it was after being adopted. Proper handling of dogs fighting was discussed as there is a right way and a wrong way to break up a fight. Proper handling of bite cases was also addressed and handling a bite case has to be based on many factors. As discussed in previous meetings, testing temperament is critical before making decisions on how to handle each case.

City code on surrenders was also discussed – the code currently says anyone who wants to surrender the animal can hand it over to police who will bring the animal to the shelter. The problem is that the shelter doesn't receive any history – did the dog bite? Is it sick and the owner can't afford the medicine? Or the owner doesn't want the dog anymore? We need more information on these types of surrenders and will try and work with the city to further define what is needed.

Lauralee suggested renaming the Circle of Friends Humane Society to the Circle of Friends Animal Shelter. Since our legal name is Humane Society of Grand Forks we would be doing business as Circle of

Friends Shelter. Brad moved we start looking at steps to rename the shelter; Jane seconded. There was no discussion and no public comment. All voted in favor – motion carried.

Our current mission statement is 4 sentences long and Lauralee would like to have a committee recommend changes. Brad moved to have a committee study potential changes and Jane seconded. There was no discussion and no public comment. All voted in favor – motion carried.

Also discussed was the potential for expanding the building. It was suggested that part of the process involve Dr Gossard determining what type of equipment would be needed and what staff requirements would be required. Lauralee would like to at least get the ball rolling on possibilities and would like to use the same two firms that did the original design and construction. Brad moved to start the process and Jane seconded. After further discussion Lori abstained from the vote; all other board members voted in favor – motion carried.

Board members also suggested we start a philosophical conversation of what we do and tie it to mission, name, etc.

With the increase in salaries for the core staff, the issues with employee retention has turned around. Employee appreciation and training are also being stressed. The shelter will be closed Oct 24 & 25 for employee training. There may be a need to make some slight adjustments to salaries in December.

Employee benefits are also still under evaluation. There are groups that can be joined to provide benefits under same the same plan. The shelter would not pick up the full cost of benefits, but may start with a small amount the first year and then increase it the second year.

The shelter will be sending out one more mailing in October to the auction attendees and donors requesting donations. A newsletter will then be sent in November and then nothing else mailed before the end of the year.

The music department at UND called and said they would like to do a fundraiser called Jazz Hounds on November 15. The cost would be \$5 to get in door and they would want us to find auction items for the event. It was suggested we provide around 30 items for the auction.

Lauralee shared a personal dream to successfully partner with Meals on Wheels to also deliver something for the animals to eat.

The next board meeting was scheduled for October 17 (Wednesday) at 6:30 at Morley Law Firm

ADJOURNMENT: Cindy moved to adjourn the meeting; Lori seconded. All voted in favor – the meeting adjourned at 8:33.