Humane Society of Portage County
September 2020 Board Information Package

Location: Education Room, HSPC, 3200 Iber Lane, Plover
Or you may join us on a Conference call – see email for number and access code

Meeting was cancelled

5:30 PM Board Meeting
6:30 PM Adjourn

This package contains the following information

- Agenda for the board meeting
- Minutes from the last board meeting
- Management Reports
- Trip Reports
- Financial Statements
- Fundraising report
- Information Technology Status Report
- Volunteer time report
- Foster days report
- DonorPerfect reports
- Significant Contributions to HSPC
- Animal Control Report
- Animal Activity Report

Board of Directors Meeting Agenda
September 9, 2020 5:30 pm

5:30 p.m	Call to Order of Board Meeting	S. Kessler
5:32 p.m.	Approval of minutes from last meeting	S. Kessler
5:33 p.m.	Board Seating and Resignations - none	S. Kessler
5:34 p.m.	Committee Reports	
	a. Executive Director	S.Galle-Teske
	b. Operations Committee • Purchase and Repayment Policy / Agrement	B. Jarman
	c. Finance Committee	B. Gardner
	d. Fundraising Committee	A. Barrett
	e. Old Business	S. Kessler
	f. New Business	S. Kessler
6:30 p.m.	Adjourn	S. Kessler

Fundraising meeting follows the board meeting

Humane Society of Portage County Board of Directors

Meeting Minutes
August 12, 2020

1. Call to Order **S. Kessler**

Meeting was called to order at 5:30 pm

2. Roll Call **S. Kessler**

Present: Sheila Kessler, Ann Barrett, Beth Gardner, Brett Jarman, Tom Kelble, Jared Redfield
Others: Sherri Galle-Teske

3. Approval of Minutes

Motion: to approve minutes of the June 10, 2020 meeting (Jarman, Gardner) motion carried.

4. Board Seating and Resignations **S. Kessler**

None.

5. Committee Reports

a. Executive Director

i. Reviewed Sherri's report listing all her meetings, activities and accomplishments in the last month. Highlights included working on a fundraising strategic plan as all HSPC events have been cancelled for 2020 but our sponsors have been gracious about cancelling them. Dr. Kim and Sherri were part of a news story in July on dogs in hot cars. Dr. Kim Peacock has left HSPC for Canada and Dr. Tom is filling in since her departure. Sherri joined a business platform called Align and is working with HO's on several situations. Edgar the hedgehog passed away and Sherri put a nice post on Facebook about him. She now receives an automatic email from Lori for any donation over $500 so she can thank them immediately. Sherri is working on the Alpha Dog October campaign, with volunteers on a schedule to bring them back slowly, with the Sheriff's department on issues, she attended the opening of a new dog beach with the Mayor, and we received twelve dogs from a hoarding situation from Wood County.

b. Operations Committee

i. Brett reported they put into place the Governor's order to wear masks and may be bringing a limited number of volunteers back on a schedule.
ii. Motion: to ratify what we have been working on over the past months and adopt a policy to follow all state mandates and CDC recommendations regarding masks and Covid-19 protocol (Gardner, Redfield) motion carried.
iii. Property examination– we are interested in the parcel next to us for a possible additional garage.

c. Finance Committee **B. Gardner**

i. Finance committee met in July. Financially we are doing okay because of people being generous and we are also receiving some funds from estates.
ii. We are changing the accounting on in-kind donations and will be tracking them differently.
iii. Determined we need to retire the Yukon van but need two additional vehicles. Motion: to obtain two vehicles from Scaffidi who offered us a good deal (Jarman, Kelble) motion carried.

d. Fundraising Committee **A. Barrett**

i. Sherri has completed a strategic plan for our fundraising platform.

6. Old Business **S. Kessler**

a. No report.

7. Adjournment **S. Kessler**

Meeting adjourned 6:24 pm
Minutes submitted by Ann Barrett, Secretary

Activity Report by Sherri Galle-Teske

It feels great to be connecting to people again –even if its only through a mask. As per the strategic plan submitted to you last month you will see I have started to make some personal "relationship" visits with HSPC donors. I firmly believe recruitment and retention of our donor base is crucial to keeping HSPC financially sound for the future. In my calendare I underlined the highlites (and I will discuss) the visits I made.

This month we had three memorials; Hinner, Barber, and McCormick. Both Lori and I worked on documentation for a very large bequest (hold on to your hats!) from Richard Lorek which we will be receiving in September.

I interviewed for an Ambassador position with the Portage County Business Council and received the job. Attached are photos of the local ribbon cutting events from their Aug. newsletter.

In keeping with the event plan to engage our public- I met with some local business who wishes to help us –Haertel Monuments and Yoga for Pets.

There was some Humane Officer, Shelter Care, Animal Behavior and Adoption issues that I did help in delivering some solutions --and so far so good— the resolutions we came up with seem to be working.

And we are off—like the leaves in September!

August 03, 2020 - August 09, 2020

August 2020

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September 2020

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Monday, August 03

- 8:30am - 9:00am Crunchy here
- 9:00am - 9:30am Vaccine clinic info-Fix is In?
- 9:30am - 10:00am Ross--fce mask ask
- 10:00am - 10:30am Amy--weekend update
- 10:30am - 11:00am Brett--adoption numbers ipdate
- 11:00am - 12:00pm Post Office/Copps
- 12:00pm - 12:30pm Assoc Sharon Barber-mother bequest
- 1:00pm - 1:30pm Suzette Conley for Cage return
- 3:30pm - 5:30pm SGT to see Elsie Calliows/donor

Tuesday, August 04

- 8:30am - 9:00am Call Cindy w/donations for Monday
- 9:00am - 9:30am Cindy--Vol work w/papers
- 9:30am - 10:00am Covid--Andrea Verhaugan
- 10:00am - 10:30am Covid-call Dept of Health/Waupaca
- 10:30am - 11:00am Covid--call Amy
- 11:00am - 11:30am Covid--call Jenna
- 11:30am - 12:00pm Covid--call ross
- 12:00pm - 12:30pm Covid--call Faith
- 12:30pm - 1:00pm Covid--call Kayla Davis
- 1:00pm - 1:30pm Call Sentry--Cheryl-Janet-Tawnya-Doreen
- 1:30pm - 2:00pm Brett-Covid talk/plans
- 2:00pm - 2:30pm SGT-walk-about w/Emily/Deb/Katie/Bre
- 2:30pm - 3:00pm Meet Sharon Barber for $ moms funeral

More Items...

Wednesday, August 05

- 8:30am - 9:00am Call Duong & John - BEQUEST
- 9:00am - 9:30am Called Gazette/Walk 4 Wags
- 9:30am - 10:00am Called Stuart/Realtor
- 10:00am - 10:30am Wsshed up Crunchy
- 10:30am - 11:30am Deb Aguado here for fundraiser PetOrama (He
- 10:30am - 11:00am Laura McPartland update
- 11:00am - 11:30am Ana Marie Yoga--document
- 11:30am - 12:00pm File misc paperwork
- 12:00pm - 12:30pm Point Beer/Julie & Tawnya/SentryWorld
- 12:30pm - 1:00pm Call Haertle Monuments
- 12:30pm - 1:00pm Sentry Call re Bequest
- 1:00pm - 1:30pm Ron Blaha visit
- 1:30pm - 2:00pm Dolores meeting/Ginny visit

More Items...

Thursday, August 06

- 8:00am - 8:30am SGT--PTO--all day
- 11:00am - 12:30pm Westgor Funeral Home
- 12:30pm - 2:30pm Norms Motel--break-in 2nd time
- 3:00pm - 4:00pm Cemetary

PTO

Friday, August 07

- 8:00am - 8:30am 12 Dogs here from S Wood
- 8:30am - 9:00am Brett update
- 9:00am - 9:30am Katie update & raise to $10
- 9:30am - 10:00am Emily update on dogs
- 10:00am - 10:30am H.O. update
- 10:30am - 11:00am Email to Volunteers
- 11:00am - 11:30am B & G Club--email to BreAnn
- 11:30am - 12:30pm Lunch w/Roberta
- 12:30pm - 1:00pm Email updare to BOD

Saturday, August 08

Sunday, August 09

August 10, 2020 - August 16, 2020

August 2020

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September 2020

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Monday, August 10

- 8:00am - 8:30am JENNA BACK FROM VACATION
- 8:30am - 9:00am Lori mtg re PayPal/Barber $/Dog income
- 9:00am - 9:30am Catch up on email/messages
- 9:30am - 10:00am Brett-Jenna discussion / Ross
- 10:00am - 11:00am Humane Society of Portage County Strategy D
- 10:00am - 10:30am Brett & SGT mtg w/Lisa/RKD-Alpha
- 11:00am - 11:30am Brett/Kent discussion re Bequest
- 11:30am - 12:00pm Lunch
- 12:00pm - 12:30pm Patti/Phil Hollis looking for dogs
- 12:30pm - 1:00pm Judi Gosh/Ross/Ariel/Luna-ringworm?
- 1:00pm - 1:30pm Thank you calls-Kent/Sentry
- 1:30pm - 2:00pm Sheila--Email re Masks
- 2:00pm - 2:30pm ABR-Nyra/Autumn

More Items...

Tuesday, August 11

- 7:30am - 9:00am Biz Xchange-you are registered-Critical Thinking
- 7:30am - 8:30am 2020 Business X-Change - 8/11 ZOOM Presentati
- 9:00am - 9:30am Deb /Haertel Monument Call
- 9:30am - 10:00am Cindy--volunteer letters to do-
- 10:00am - 10:30am Lorek Bequest docs-fill in for $
- 10:30am - 11:00am BreAnn / Boys & Girls Club- snuffle mat donati
- 11:00am - 11:30am PrecisionGlass--call
- 11:30am - 12:00pm Donor Perfect presentation-Monthy giving
- 12:00pm - 1:00pm Tammy Jankowski/Duraclean Donation
- 1:00pm - 1:30pm Girl Scouts-survey
- 1:30pm - 2:00pm Thank you sorting--& writing
- 2:00pm - 2:30pm ADA compliance questions
- 2:30pm - 3:00pm Crunchy's Kennel photo

More Items... Sentry Foundation-Ann Lucas

Wednesday, August 12

- 9:00am - 9:30am Jenna reply
- 9:30am - 10:00am Thank you to Ross/Crystal/Emily
- 10:00am - 11:00am Haertel Monument-walk the lot
- 11:00am - 12:00pm D&D Auto-donating $ for Aussies spay/neuter
- 12:00pm - 1:00pm Lunch- stop at home
- 1:00pm - 2:00pm BOD prep--plan
- 2:00pm - 3:00pm Bequest $ from Kathleen McCormick w/sister
- 3:00pm - 3:30pm Online web-fundraising
- 3:30pm - 4:00pm Chicken time for kittys
- 5:15pm - 7:00pm BOD Meeting &Event Committee (HSPC)

Thursday, August 13

- 8:00am - 3:30pm SGT --PTO
- 3:30pm - 4:00pm Amy's back!!
- 4:30pm - 5:30pm Portage County Town Hall

PTO

Friday, August 14

- 8:00am - 5:00pm SGT--PTO

PTO

Saturday, August 15

Sunday, August 16

- 8:00am - 9:00pm Alternate Walk For Wags

August 17, 2020 - August 23, 2020

August 2020

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September 2020

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Monday, August 17

- 7:30am - 4:30pm PTO

Tuesday, August 18

- 8:30am - 11:00am Emails/calls--catchup
- 11:00am - 11:30am Ross-card
- 11:30am - 12:00pm Amy/Andrea discussion w/animals
- 12:00pm - 12:30pm Katie bday cake
- 12:30pm - 1:00pm Brett update staff/animals/covid
- 1:00pm - 1:30pm Niki Gulan-donation $600
- 1:30pm - 2:00pm Chief Dan Ault talk
- 2:00pm - 2:30pm Bill Hinner bequest-$2250 family here
- 2:00pm - 2:30pm Thank you letters/calls
- 2:30pm - 3:00pm Katie discussion re new job
- 3:00pm - 4:00pm SGT talk w/Jenna
- 4:00pm - 5:00pm Talk w/Ho's re 5 dogs of Jessica/Tabatha

Wednesday, August 19

- 8:30am - 9:30am Katies first day-schedule/mgr role/priority
- 9:30am - 10:30am Chris/HO situation w/Jessica/Tabatha
- 10:30am - 11:00am Lori/letter w/pics
- 11:00am - 11:30am Ross/Elizabeth talk
- 11:30am - 12:00pm Lindsay/Amy talk
- 12:00pm - 12:30pm Jenna-schedule/staff change
- 12:30pm - 1:00pm ODC-Board pkg pick up
- 1:00pm - 2:00pm SGT-Plover PD Chief Dan Ault
- 2:00pm - 2:30pm Chicken run w/shelter cats
- 2:30pm - 3:30pm Tammy Keskinen-donation here wheel chair for Edison
- 3:30pm - 4:00pm Deb Klein-adoption
- 4:00pm - 5:00pm Facility walk-about-lawn/roof/planters, etc.
- 5:00pm - 6:00pm SGT-Brett update re days events-purchases

Thursday, August 20

- 8:00am - 9:30am SGT-PCBC Ambassadors
- 9:30am - 10:00am D & D-s=stop by w/card
- 10:00am - 10:30am .Emily
- 11:30am - 1:00pm SGT-PCBC SalesNet

Friday, August 21

PTO

Saturday, August 22

Sunday, August 23

August 24, 2020 - August 30, 2020

August 2020

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September 2020

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Monday, August 24

- 8:30am - 9:00am Lori update
- 9:00am - 10:00am Walk-about-w/Amy/Deb/Heather
- 10:00am - 10:30am Emily/adoption update
- 10:30am - 11:30am Jessica --5 dogs-not picking up-why?
- 11:30am - 12:00pm Jaime--husky--$$ -Chris call
- 12:00pm - 12:30pm Sales call to Deb/Haertel Monument
- 12:30pm - 1:00pm SGT-Call to Park & Rec re crowd capacity
- 1:00pm - 1:30pm Calls for Donation
- 1:30pm - 2:00pm Darcy--email/promo's
- 2:00pm - 4:30pm ODC Board Retreat (Lester Lodge/Camp Alexander)
- 2:00pm - 4:30pm SGT-ODC Board Retreat @ Midstate (WR YMCA C
- 4:30pm - 5:00pm Channel 7 Call-Noah
- 5:00pm - 5:30pm Brett-update

Tuesday, August 25

- 8:30am - 9:30am Catch up-email/vmail/letters
- 9:30am - 10:00am Amy/Lindsey--Kitty Crunch & Pauli
- 10:00am - 11:30am Ribbon Cutting at the Dragon/PCBC-Ambassadors
- 11:30am - 12:00pm Review Finance statements
- 12:00pm - 12:30pm Copps--food for mtg.
- 12:30pm - 1:00pm Grant application to Canvas/SGT
- 1:00pm - 2:00pm Adoption update/Deb/Emily & Amy
- 2:00pm - 3:30pm Thank you letters
- 3:30pm - 5:30pm Jessica/Humane Officer/Darcee etc.

Wednesday, August 26

- 8:30am - 9:00am Reply--phone messages
- 9:00am - 9:30am Donation FB write up
- 9:30am - 10:00am Jenna Discussion/Ross
- 10:00am - 10:30am Donation promo-FB/Chris talk
- 10:30am - 11:00am Brett UPdate on stuff-
- 11:00am - 11:30am Event for TDS
- 11:30am - 12:00pm Katie Discussion/Elizabeth/Ross
- 12:00pm - 1:00pm Finance Meeting here-
- 1:00pm - 2:00pm Mtg w/Sheriff Dept Nikki Lucas & HO staff
- 2:00pm - 3:00pm GoToWebinar - Webinar: Engaging Champions for Your Cause (GoToWebinar - See conference call information below) - brandon.stec@communitybrands.com
- 5:15pm - 6:30pm Event Committee

Thursday, August 27

- 8:00am - 8:30am Wear your black blazer
- 8:30am - 9:00am Dog Surrender-call
- 9:00am - 10:00am Jeff Hohn/Edward Jones mtg re bequest
- 10:00am - 11:00am HO /mtg 3 Dogs to surrender
- 11:00am - 11:30am Brett mtg -HO & FB donation
- 11:30am - 12:00pm Cat Cxl appt
- 12:00pm - 12:30pm Beth--signs documents
- 12:30pm - 2:00pm SGT to Copps/Ed Jones/B&B paving--thank you
- 2:00pm - 2:30pm To /Sheila get bequest docs
- 2:30pm - 3:30pm Thank you $1K visit to/B&B paving-Marilyn (Hwy J-Johnnies Lane/Point)
- 3:00pm - 5:00pm SGT-Backcountry Brewing Co-Plover Grand Opening

Friday, August 28

- 8:30am - 9:00am Walk About-dead kittys/Jalepeno
- 9:00am - 9:30am Marco??
- 9:30am - 10:00am MaryAnn Laszewski--Loon Call 715-341-0890
- 10:00am - 10:30am Natures NItch--Deano
- 10:30am - 11:30am Donor Perfect work-
- 11:30am - 12:00pm Bequest call-Bugsy HSPC in will
- 12:00pm - 1:00pm Staff Lunch w/travel Vets
- 1:00pm - 1:30pm Phone message missing bird

Saturday, August 29

Sunday, August 30

August 31, 2020 - September 06, 2020

August 2020

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September 2020

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Monday, August 31

- 8:30am - 9:00am Walk about-Samantha Starts today
- 9:00am - 9:30am Brett discussion re group insurance
- 9:30am - 10:00am Emails/phone calls
- 10:00am - 10:30am Bequest info call to Bugsy
- 10:30am - 11:00am Info talk w/Emily
- 11:00am - 11:30am Clean off desk
- 11:30am - 12:00pm File documents-
- 12:00pm - 1:00pm lunch w/Office Mgr. Lori
- 1:00pm - 1:30pm Check on licenses--expiring?
- 1:30pm - 2:00pm Call RoseAnn Debot/Operation Bootstrap
- 2:00pm - 2:30pm Busch Beer for Dogs Grant-
- 2:30pm - 3:00pm TDS Call
- 3:00pm - 3:30pm little kitten surrender/emails

More Items...

Tuesday, September 01

- 8:30am - 9:00am SGT-Copps
- 9:00am - 9:30am Emails/phone messages
- 9:30am - 10:00am SGT-talk to Jenna re Aussies
- 10:00am - 10:30am SGT-Call Nygun/Kim
- 10:30am - 11:30am SGT-Bank call & questionair for Wed.
- 11:30am - 12:00pm SGT-Emily/Deb
- 12:00pm - 12:30pm Jenna-bday card
- 12:30pm - 1:00pm Laura email/kittens
- 1:00pm - 2:00pm SGT-Lunch break
- 2:00pm - 3:00pm SGTPrepare for camera/interview
- 3:00pm - 3:30pm SGT0Make sign for HSPC Cash Box
- 3:30pm - 4:00pm SGT-work on RKD Nov/Holiday Campaign 2020
- 4:00pm - 5:00pm SGT-PCBC Ribbon Cutting at the Washington School (Washington School, 3500 Prais Street,)

Wednesday, September 02

- 8:00am - 10:30am SGT-Photo Shoot w/Bank here
- 10:30am - 1:30pm Funeral for Dr. Fred Leafgren w/HSPC boxes
- 1:30pm - 2:30pm Email/ph messages
- 2:30pm - 3:00pm Carrie-Girls Scouts questions
- 3:00pm - 3:30pm Amy-discussion on Davidson
- 3:30pm - 4:00pm Walk-about
- 4:00pm - 4:30pm Planning presentatio for PCBC
- 4:30pm - 5:00pm PCBC Comm Dev Agenda for Sept.
- 5:00pm - 7:00pm SGT-On the Square downtown support for business

Thursday, September 03

- 8:30am - 9:30am Bus discussion w/Lori -staff bills & adoption protocol & handbook modifications
- 9:30am - 10:30am Emails-thank you-Brett discussion on protocols w/employee benefits
- 10:30am - 11:30am Donor Perfect correction and entries
- 11:30am - 12:00pm Pat Voss Call re Fix Is In
- 12:00pm - 1:00pm Health Care assessment call "Mercy" Call to ca
- 1:00pm - 2:00pm Lisa Pagliari email & raffle set up --do we want t
- 2:00pm - 2:30pm SGT-$100 donation tour w/Pastor & daughter
- 2:30pm - 3:00pm Calendar organization for events
- 3:00pm - 4:00pm Schierls Call at 3:15
- 4:00pm - 5:00pm Sierra / News story for Point Plover Metro
- 5:00pm - 6:00pm Covid meeting-virtual
- 6:00pm - 7:00pm Paperwork catchup

Friday, September 04

- 8:30am - 9:00am Katie -Gabby
- 9:00am - 9:30am BRETT-LIGHTS/ADOPTION
- 9:30am - 10:00am ABR-2 applicanta
- 10:00am - 10:30am thankyou call-
- 10:30am - 11:30am Ashley Heil here/TDS (HSPC)
- 11:30am - 12:00pm Humane Off Hannah/Darcy issue -dog at large
- 12:00pm - 12:30pm SentryWorld rebook BCFPP
- 12:30pm - 1:00pm SGT-Basecamp update
- 1:00pm - 1:30pm SGT-lunch/Adoption Edison sponsorshipes?
- 1:30pm - 3:00pm Ann Barret call?
- 3:00pm - 4:30pm BOD packet-
- 4:30pm - 5:00pm Hannah-Jessica update
- 5:00pm - 5:30pm Chris/update

Saturday, September 05

Sunday, September 06

September 07, 2020 - September 13, 2020

September 2020

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October 2020

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Monday, September 07

- 8:00am - 4:00pm SGT--Off for Labor Day

Tuesday, September 08

- 9:00am - 9:30am Katie/Gabby interview
- 3:00pm - 4:30pm SGT--PCBC Ribbon Cutting-Lineage Logistics (5700 EM Copps Drive, Stevens Point (near Lands' End).)

Wednesday, September 09

- 7:30am - 8:30am PCBC Biz Xchange=Phil Hollis-you are registered.
- 5:15pm - 6:30pm BOARD MEETING HERE

Thursday, September 10

- 8:00am - 9:00am SGT--atend in person-Ambassador Meeting (PCBC)
- 11:30am - 1:00pm SGT-PCBC SalesNet
- 11:30am - 12:30pm Sales Net at HSPC--group & tour

Friday, September 11

Saturday, September 12

Sunday, September 13

Ambassadors Give Back

On Saturday, August 22nd the **North Central Conservancy Trust** celebrated its new home with an open house, an unveiling of their new business sign, and a ribbon cutting ceremony to make it all official. Members of our Ambassadors Club, Mayor Wiza, and PCBC staff were in attendance to help celebrate. They are located at 301 W. Cedar Street, Stevens Point in the Village of Whiting. Congratulations to all involved!

On August 25th our Ambassadors and PCBC staff had the opportunity to visit the **Water Dragon Inn**, elegant water-front accommodations located at 2023 Locust Street, Stevens Point in the Village of Whiting. Owners Deb Adams and Dave Scheer shared the history of the property and gave us a tour of the beautiful facility. Check them out or book your Water Dragon Inn get-a-way now at www.destinationwellness.net.

On Sunday, August 30th members of our Ambassadors Club and PCBC staff teamed up to honor and remember Ambassador Jen Blum through the Virtual Run, Walk & Roll event to benefit **Opportunity Development Centers, Inc. (ODC)** – an organization that meant so much to Jen. We miss you Jen!

Ambassadors Give Back

We are excited to welcome **Turquoise on Main** as a new Portage County Business Council member. On August 13th we celebrated their store opening with ribbon cutting ceremony. We also had fun shopping in their beautiful store. Be sure to check them out at 1201 Main Street, downtown Stevens Point.

On August 27th our Ambassadors, PCBC staff and Village of Plover dignitaries gathered for a ribbon cutting to celebrate the opening of **Backcountry Brewing Co.**, located at 3252 Mecca Drive in Plover. The Brewery is owned by PCBC Ambassador, Sarah Agena and her fiancé Gabe Hopkins. Be sure to visit them!

Leadership Team Report

Shelter Care: Virtual Class report by Katie Zagorianakos

I had the opportunity to attend the Shelter Playgroup Alliance seminar. The seminar consisted of four

Medical – Amy Gilbert

HSPC owned animals surgery numbers include:

Canine:

Surgery type	Surgery Done At HSPC	Done at outside shelter
Spay		
Neuter		1
Dental cleaning/extractions		
Other Surgeries		

Feline:

Surgery type	Surgery Done At HSPC	Done at outside shelter
Spay	6	14
Neuter	11	15
Dental cleaning/extractions		
Other Surgeries		

Euthanasia numbers:

Canine = 0

Feline = 1 (medical)

Animal Control – Chris Leighty

- It has been a busy month for animal control, as cats and dogs have been coming in like crazy. For what seemed like the longest time, we had no dogs on the stray dog side of the shelter, but this drastically changed this month. Luckily while we've been bringing in more dogs lately, we have also been steady on reclaims and getting dogs back home with their owners. This is always one of the happiest parts of our job.

- Earlier this Summer I worked on re-writing the voice message recording for the office phone system at the shelter. We felt that it would be good to re-vamp this especially during the COVID-19 Pandemic and the shelter being open by appointment only during it. This month I recorded the new voice message myself, and we have found that it has helped people get in touch with the appropriate party at the shelter or even outside of the shelter when need be, thus enhancing our customer service!

- We are very exited to report this month that the Animal Control team is officially getting a new primary work vehicle, a 2020 Ford Transit-Connect van. We feel that this type of vehicle will make the field portion of our work much easier. It sits lower to the ground than our current vehicle does, making for easier placement of animals into the vehicle, and removal of animals from the vehicle. It also has a great deal of space for cargo storage, which will allow us to have all of our gear much more organized and easily accessible. The GMC Yukon XL that has been our primary vehicle for sometime now has also been good to us, but we have also been having numerous mechanical issues with this vehicle for a while now, and this seems to have become more frequent this Summer. While the Yukon will still be a good vehicle to someone, we are really excited to put our new vehicle into action! This vehicle and one other additional 2020 Ford Transit-Connect are expected to arrive to the shelter sometime in September.

- While this has been a hectic month for us, all in all I feel that we have accomplished a lot, and that department will continue to accomplish a lot as we Segway into the Autumn months.

- As always, thank you to everyone for caring about the animals.

Adoption – Emily Carlson

- Adoption application staff (Deb, Kala and myself) have been continuously working to improve the adoption process (ex: email signature replies, scheduling appointments, forms, etc.)

- Between other staff members and myself, a few connections have been made with new rescue facilities/organizations. We look forward to working with these in the future

- Adoptions seem to remain steady-especially given the fact that families are trying to enjoy whatever summer vacation is left and especially given the fact that we are operating again without a veterinarian.

- Deb and Kala continue to be the great assets that they are! I had a tonsillectomy done which resulted in me taking off for the entire week. Everything was smooth sailing and not one hiccup!

Board Members

Committees

2-Mar-19

Last Name	First Name	Title	Executive	Operations	Fund Raising	Finance	total
Kessler	Sheila	Secretary	X	X	X		3
Jarman	Brett	Vice President	X	**C**	X	X	5
Barrett	Ann	Secretary	X		X		2
Gardner	Beth	Treasurer	X		X	X	2
Kelble	Tom	Director					0
Redfield	Jared	Director		X	X		2
6 board members	Total		4	3	5	2	14

Committee	Meets
Operations	Last Monday of month (Or first Monday of the month depending on the calendar)
Finance	Last Wednesday of the month (or First Wednesday of the month depending upon t
Fund Raising	Various Saturday Mornings & before or after board meetings
Volunteer	adhoc committee
HR	adhoc committee
	All meetings are subject to change bassed on the needs of HSPC.

PURCHASE AND REPAYMENT AGREEMENT / POLICY

This agreement is between the Humane Society of Portage County (referred to in this Agreement as “HSPC”) and the employee whose name and signature are below.

A benefit that HSPC extends to its employees is the employee may purchase certain goods and services from HSPC at a discount. These specific discounts and the billing procedure are listed below and are subject to change in the sole discretion of HSPC.

In consideration of receiving these discounts, the employee agrees that, unless other payment arrangements are made between the employee and HSPC regarding specific purchases of goods or services, HSPC may deduct from the employee’s paycheck any amounts owed by the employee for such purchases. The employee further agrees that when the employee terminates his or her employment with HSPC (voluntarily or involuntarily), any amounts owing to HSPC for the purchases of goods or services may be deducted from the employee’s final paycheck.

Billing procedure

- Employees are allowed to order supplies for their pets at cost, and have services performed at a discounted rate.
- Services and supplies are only for the pets of the employee.
- The charges will be billed at the end of each month.
- All bills will be emailed to the employee’s personal email address
- Employees are expected to pay for services on a regular basis. There should be no unpaid items more than 60 days old.
- If a balance due exceeds 60 days the employee’s paycheck will have the smaller of $50 or 20% (twenty percent) of the outstanding amount rounded to the nearest dollar withheld from their next paycheck.
- Please see the office manager if there is an emergency or extreme circumstances that will not allow you to pay your bill.

_____ _____

Date Employee Signature

_____

Employee Name (Printed)

Approved by HSPC Board of Directors September 9, 2020

Finance Committee Meeting

August 26, 2020

July Financial Review was held on 8/26/20

Attendees: Beth, Brett, Sherri and Lori

Check Register

- The check register for July transactions was reviewed by the Finance Committee.

Profit and Loss Statement

- Was reviewed

Balance Sheet

- The July 31, 2020 balance sheet was reviewed by the Finance Committee.

Budget data has been entered. The board package will have a the profit and loss statement with comparisons. Development of the management report and graphs will be done for the August reports.

Humane Society of Portage County Inc
Balance Sheet
As of July 31, 2020

		Total
ASSETS		
Current Assets		
Bank Accounts		
1005 Petty cash		100.00
1032 AB Checking Account		0.00
1033 ICB Checking Account		146,408.97
1042 Money Market Account		0.00
1043 Pay Pal account		0.00
1047 Stevens Point Post Office		265.58
Total Bank Accounts	**$**	**146,774.55**
Accounts Receivable		
11000 Accounts Receivable		3,563.18
Total Accounts Receivable	**$**	**3,563.18**
Other Current Assets		
1045 Capital Expenditure Fund		102,502.05
1046 Schlieper Fund		25,175.64
1048 Community Foundation Endowment		119,326.63
1049 Reserve Fund		450,500.29
11001 Accountant's Acct/ Rec Adj		0.00
1105 Estate Receivable		0.00
1120 Interest receivable		0.00
12000 Undeposited Funds		0.00
12101 Prepaid Expense		776.00
12102 Prepaid Insurance		5,209.63
12105 Inventory-Merchandise		0.00
Total Other Current Assets	**$**	**703,490.24**
Total Current Assets	**$**	**853,827.97**
Fixed Assets		
1500 Land		107,030.00
1502 Land improvements		114,058.70
1503 A/D - land improvements		-110,195.98
1512 Building		1,267,112.83
1514 A/D - building		-441,312.78
1520 Building improvements		108,957.00
1521 A/D - building improvements		-24,665.02
1530 Shelter equipment		131,719.98
1531 A/D - shelter equipment		-101,664.49
1540 Office equipment		0.00
1541 A/D - office equipment		0.00
1545 Spay/neuter equipment		7,973.22
1546 A/D - spay/neuter equipment		-7,973.24

1550 Vehicles		19,032.80
1551 A/D - vehicles		-14,208.48
Total Fixed Assets	**$**	**1,055,864.54**
TOTAL ASSETS	**$**	**1,909,692.51**
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 *Accounts Payable		25,595.98
Total Accounts Payable	**$**	**25,595.98**
Credit Cards		
2011 Visa Credit Card		1,447.80
2014 Gas Card		0.00
Total Credit Cards	**$**	**1,447.80**
Other Current Liabilities		
2000 Accounts payable		0.00
2010 Unearned contract income		45,556.93
2015 Specific use Funds		0.00
2020 Loan - Payroll Protection Program		103,300.00
2030 Dog licenses payable		0.00
2040 Wisconsin sales tax payable		-901.32
2200 Federal withholding tax payable		0.00
2210 Social Security withholding tax		0.00
2212 Medicare withholding tax payabl		0.00
2220 State withholding tax payable		0.00
2290 SUTA Payable		451.61
2300 Accrued wages		28,902.61
2315 Aflac payable		0.00
2317 Accrued PTO		11,307.64
Wisconsin Department of Revenue Payable		2,564.23
Sales Tax Payable		-1,505.89
Total Wisconsin Department of Revenue Payable	**$**	**1,058.34**
Total Other Current Liabilities	**$**	**189,675.81**
Total Current Liabilities	**$**	**216,719.59**
Total Liabilities	**$**	**216,719.59**
Equity		
3000 Opening Balance Equity		0.00
3040 Retained earnings		0.00
3050 Prior period adjustment		0.00
32000 Unrestricted Net Assets		1,677,672.34
Net Income		15,300.58
Total Equity	**$**	**1,692,972.92**
TOTAL LIABILITIES AND EQUITY	**$**	**1,909,692.51**

Humane Society of Portage County Inc

Budget vs. Actuals: 2020 Budget July 2020

	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
4000 Dog Adoption	400.00	1,600.00	(1,200.00)	25.00%	5,185.12	11,200.00	(6,014.88)	46.30%
4010 Cat Adoption	1,764.94	1,462.00	302.94	120.72%	7,850.06	10,234.00	(2,383.94)	76.71%
4020 Other Adoption	10.00		10.00		60.50	0.00	60.50	
4030 Surrender income	30.00	300.00	(270.00)	10.00%	1,240.00	2,100.00	(860.00)	59.05%
4040 Dog redemption income	305.50	547.00	(241.50)	55.85%	1,817.23	3,829.00	(2,011.77)	47.46%
4050 Cat redemption income	108.96	168.00	(59.04)	64.86%	1,044.42	1,176.00	(131.58)	88.81%
4080 Quarantine income		34.00	(34.00)	0.00%	198.84	239.00	(40.16)	83.20%
4120 Miscellaneous shelter income	164.26	15.50	148.76	1059.74%	969.63	108.50	861.13	893.67%
4135 Low Income Veterinary Services		36.00	(36.00)	0.00%	211.80	252.00	(40.20)	84.05%
4145 Working Cat Spay/Neuter Income		167.00	(167.00)	0.00%	353.50	1,169.00	(815.50)	30.24%
4146 Services for Partner Shelters	1,552.00	834.00	718.00	186.09%	8,356.87	5,838.00	2,518.87	143.15%
4147 Other Medical Services	20.00	417.00	(397.00)	4.80%	7,451.23	2,919.00	4,532.23	255.27%
4150 Vaccine Clinic Income	73.00	417.00	(344.00)	17.51%	1,648.00	2,919.00	(1,271.00)	56.46%
4151 Microchip Income	30.00		30.00		60.00	0.00	60.00	
4210 County contract income	22,778.50	23,015.69	(237.19)	98.97%	159,449.50	161,109.83	(1,660.33)	98.97%
4211 Covid 19 Income	549.43		549.43		1,513.78	0.00	1,513.78	
4212 Checking Account Interest	37.10		37.10		98.67	0.00	98.67	
4300 MERCHANDISE SALES			0.00		0.00	0.00	0.00	
4310 Merchandise Sales		81.00	(81.00)	0.00%	0.00	567.00	(567.00)	0.00%
Total 4300 MERCHANDISE SALES	**0.00**	**81.00**	**(81.00)**	**0.00%**	**0.00**	**567.00**	**(567.00)**	**0.00%**
Total Income	**27,823.69**	**29,094.19**	**(1,270.50)**	**95.63%**	**197,509.15**	**203,660.33**	**(6,151.18)**	**96.98%**
Gross Profit	**27,823.69**	**29,094.19**	**(1,270.50)**	**95.63%**	**197,509.15**	**203,660.33**	**(6,151.18)**	**96.98%**
Expenses								
50000 SHELTER EXPENSES			0.00		0.00	0.00	0.00	
5000 Shelter payroll expense	55,430.30	64,644.51	9,214.21	85.75%	298,526.86	344,770.72	46,243.86	86.59%
5005 Shelter payroll tax expense	4,204.79	4,970.76	765.97	84.59%	23,124.28	26,510.72	3,386.44	87.23%
5010 Shelter unemployment expense		409.95	409.95	0.00%	475.15	2,186.40	1,711.25	21.73%
5015 Shelter supply expense	1,599.49	1,326.17	(273.32)	120.61%	9,705.70	9,283.19	(422.51)	104.55%
5020 Shelter equipment expense		705.99	705.99	0.00%	953.60	4,941.93	3,988.33	19.30%
5025 Shelter equip repair and mainte		393.89	393.89	0.00%	3,231.23	2,757.23	(474.00)	117.19%

Humane Society of Portage County Inc

Budget vs. Actuals: 2020 Budget July 2020

	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
5035 Outside Vet Service	1,657.16	1,250.00	(407.16)	132.57%	4,005.60	8,750.00	4,744.40	45.78%
5036 Shelter Vet Insurance	61.75	48.67	(13.08)	126.87%	432.25	340.69	(91.56)	126.87%
5037 Medical supply expense	7,460.68	3,920.00	(3,540.68)	190.32%	28,153.48	27,440.00	(713.48)	102.60%
5038 Dog/Cat Food	373.06		(373.06)		3,150.46	0.00	(3,150.46)	
5039 Medical Outside Services	471.09		(471.09)		3,435.80	0.00	(3,435.80)	
5040 Shelter equipment depreciation	159.43	185.48	26.05	85.96%	1,116.01	1,298.36	182.35	85.96%
5045 Shelter employee health insuran		650.00	650.00	0.00%	3,900.00	4,550.00	650.00	85.71%
5050 Shelter uniform expense		98.46	98.46	0.00%	0.00	689.22	689.22	0.00%
5052 Humane Officer uniform expense	353.07	122.00	(231.07)	289.40%	2,680.32	854.00	(1,826.32)	313.85%
5055 Shelter conference expense		1,917.00	1,917.00	0.00%	400.00	13,419.00	13,019.00	2.98%
5060 Shelter travel		83.00	83.00	0.00%	124.26	581.00	456.74	21.39%
5065 Shelter staff training	75.00	96.00	21.00	78.13%	2,522.00	672.00	(1,850.00)	375.30%
5067 Shelter Humane Officer training	297.00	250.00	(47.00)	118.80%	3,134.82	1,750.00	(1,384.82)	179.13%
5069 Outside Service-ABR	2,500.00		(2,500.00)		9,300.00	0.00	(9,300.00)	
5071 Volunteer Appreciation Banquet		0.00	0.00		0.00	0.00	0.00	
5072 Meetings, Staff & Volunteer Evn	278.14	184.00	(94.14)	151.16%	943.93	1,288.00	344.07	73.29%
5090 Volunteer expense		0.00	0.00		0.00	23.00	23.00	0.00%
5096 Rabies tag expense		52.00	52.00	0.00%	0.00	52.00	52.00	0.00%
5097 Microchip expense	1,627.55	0.00	(1,627.55)		1,627.55	1,430.00	(197.55)	113.81%
5099 Miscellaneous shelter expense	6.00	165.00	159.00	3.64%	69.02	1,155.00	1,085.98	5.98%
Total 50000 SHELTER EXPENSES	**76,554.51**	**81,472.88**	**4,918.37**	**93.96%**	**401,012.32**	**454,742.46**	**53,730.14**	**88.18%**
52000 SPAY/NEUTER EXPENSES			0.00		0.00	0.00	0.00	
5240 Spay/neuter equipment depreciat		125.79	125.79	0.00%	0.00	880.53	880.53	0.00%
Total 52000 SPAY/NEUTER EXPENSES	**0.00**	**125.79**	**125.79**	**0.00%**	**0.00**	**880.53**	**880.53**	**0.00%**
55000 VEHICLE EXPENSES			0.00		0.00	0.00	0.00	
5500 Vehicle depreciation	208.88	142.21	(66.67)	146.88%	1,462.16	995.47	(466.69)	146.88%
5510 Vehicle maintenance & repair e	2,400.68	815.02	(1,585.66)	294.55%	7,250.54	5,705.14	(1,545.40)	127.09%
5520 Vehicle insurance expense	165.67	128.78	(36.89)	128.65%	1,159.68	901.46	(258.22)	128.64%
5530 Vehicle gas	396.44	420.46	24.02	94.29%	1,948.50	2,943.22	994.72	66.20%
5535 Mileage reimbursement		20.90	20.90	0.00%	1,527.46	146.30	(1,381.16)	1044.06%
5540 Vehicle license expense	125.00	110.00	(15.00)	113.64%	360.00	330.00	(30.00)	109.09%
5550 Cellular phone expense	210.46	223.75	13.29	94.06%	1,479.82	1,566.25	86.43	94.48%
Total 55000 VEHICLE EXPENSES	**3,507.13**	**1,861.12**	**(1,646.01)**	**188.44%**	**15,188.16**	**12,587.84**	**(2,600.32)**	**120.66%**

Humane Society of Portage County Inc

Budget vs. Actuals: 2020 Budget July 2020

	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
65000 EDUCATION EXPENSES			0.00		0.00	0.00	0.00	
6610 Video expense	225.00	0.00	(225.00)		225.00	540.00	315.00	41.67%
Total 65000 EDUCATION EXPENSES	**225.00**	**0.00**	**(225.00)**		**225.00**	**540.00**	**315.00**	**41.67%**
70000 ADMINISTRATIVE EXPENSES			0.00		0.00	0.00	0.00	
7000 Office supply expense	423.59	390.15	(33.44)	108.57%	1,501.56	2,731.05	1,229.49	54.98%
7001 Humane Officer supplies		57.49	57.49	0.00%	100.32	402.43	302.11	24.93%
7010 Office equipment depreciation		172.86	172.86	0.00%	1,104.92	1,210.02	105.10	91.31%
7020 Office equipment repair & maint	826.03	161.95	(664.08)	510.05%	3,470.79	1,133.65	(2,337.14)	306.16%
7030 Advertising expense		0.00	0.00		0.00	182.05	182.05	0.00%
7050 Dues and membership expense		0.00	0.00		250.00	880.00	630.00	28.41%
7060 Subscriptions expense	514.96	563.69	48.73	91.36%	4,026.45	3,945.83	(80.62)	102.04%
7070 License and application fees		39.80	39.80	0.00%	795.00	278.60	(516.40)	285.36%
7080 Accounting - in house	170.52	451.00	280.48	37.81%	1,495.87	3,157.48	1,661.61	47.38%
7110 Postage expense	275.00	521.66	246.66	52.72%	4,228.60	3,651.62	(576.98)	115.80%
7120 Telephone expense	159.96	184.58	24.62	86.66%	1,119.72	1,292.06	172.34	86.66%
7125 Internet expense	94.98	84.98	(10.00)	111.77%	654.86	594.86	(60.00)	110.09%
7130 TV Expense	56.48	36.74	(19.74)	153.73%	405.07	257.18	(147.89)	157.50%
7140 Outside services	500.00	792.00	292.00	63.13%	3,800.00	5,540.00	1,740.00	68.59%
7150 Bank Fees		403.37	403.37	0.00%	507.75	2,823.59	2,315.84	17.98%
7151 Credit Card Fees	92.11		(92.11)		1,027.24	0.00	(1,027.24)	
7152 SafeSave Fees	110.18		(110.18)		875.93	0.00	(875.93)	
7153 PayPal Fees	6.53		(6.53)		52.20	0.00	(52.20)	
7154 Benevity Fees	0.12		(0.12)		0.12	0.00	(0.12)	
7160 Insurance - workers compensatio	1,041.91	816.46	(225.45)	127.61%	10,577.37	5,715.22	(4,862.15)	185.07%
7165 Insurance directors & officers	62.50	63.93	1.43	97.76%	437.50	447.51	10.01	97.76%
Total 70000 ADMINISTRATIVE EXPENSES	**4,334.87**	**4,740.66**	**405.79**	**91.44%**	**36,431.27**	**34,243.15**	**(2,188.12)**	**106.39%**
75000 HOUSING EXPENSES			0.00		0.00	0.00	0.00	
7500 Building repair & maint expense	419.00	898.15	479.15	46.65%	18,947.37	6,287.05	(12,660.32)	301.37%
7505 Security monitoring expense		0.00	0.00		603.84	575.82	(28.02)	104.87%
7510 Heat and electricity expense	2,229.72	2,366.51	136.79	94.22%	13,766.90	16,565.57	2,798.67	83.11%
7515 Trash removal	346.32	352.63	6.31	98.21%	2,424.24	2,468.41	44.17	98.21%
7517 Snowplowing		0.00	0.00		1,390.00	4,625.50	3,235.50	30.05%
7520 Water and sewer expense		1,398.00	1,398.00	0.00%	2,513.60	4,193.60	1,680.00	59.94%

Humane Society of Portage County Inc

Budget vs. Actuals: 2020 Budget July 2020

	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
7525 Building depreciation	2,744.00	2,744.00	0.00	100.00%	19,208.00	19,208.00	0.00	100.00%
7530 Building improvement depreciati	605.31	315.62	(289.69)	191.78%	4,237.17	2,209.34	(2,027.83)	191.78%
7535 Land improvement depreciation	72.42	98.62	26.20	73.43%	506.94	690.34	183.40	73.43%
7540 Insurance property & casualty	437.17	397.08	(40.09)	110.10%	3,010.18	2,779.56	(230.62)	108.30%
Total 75000 HOUSING EXPENSES	**6,853.94**	**8,570.61**	**1,716.67**	**79.97%**	**66,608.24**	**59,603.19**	**(7,005.05)**	**111.75%**
Total Expenses	**91,475.45**	**96,771.06**	**5,295.61**	**94.53%**	**519,464.99**	**562,597.17**	**43,132.18**	**92.33%**
Net Operating Income	**(63,651.76)**	**(67,676.87)**	**(4,025.11)**	**94.05%**	**(321,955.84)**	**(358,936.84)**	**36,981.00**	**89.70%**
Other Income								
85000 FUNDRAISING INCOME			0.00		0.00	0.00	0.00	
8520 Gifts and donations income	4,801.12	6,950.00	(2,148.88)	69.08%	50,955.40	37,950.00	13,005.40	134.27%
8521 Major Gift Program		5,473.00	(5,473.00)	0.00%	15,976.26	38,311.00	(22,334.74)	41.70%
8525 Estate Gifts	16,967.39	0.00	16,967.39		176,967.39	250.00	176,717.39	70786.96%
8530 Honorarium income	145.60	227.00	(81.40)	64.14%	548.00	1,589.00	(1,041.00)	34.49%
8600 Grant Income		0.00	0.00		0.00	1,550.00	(1,550.00)	0.00%
9000 Neuter sponsor income		126.00	(126.00)	0.00%	0.00	882.00	(882.00)	0.00%
9001 Memorial income	3,292.05	3,721.00	(428.95)	88.47%	8,765.80	26,047.00	(17,281.20)	33.65%
9002 Coin Cans	443.23	480.00	(36.77)	92.34%	1,312.17	3,360.00	(2,047.83)	39.05%
9004 Spay/neuter clinic income		0.00	0.00		0.00	100.00	(100.00)	0.00%
9005 Golf Outing Income	200.00	6,500.00	(6,300.00)	3.08%	2,920.00	10,000.00	(7,080.00)	29.20%
9006 Microchip clinic income (deleted)			0.00		45.00	0.00	45.00	
9013 Pet Fest Income		0.00	0.00		0.00	0.00	0.00	
9019 Beer, Cheese and Pets Please		0.00	0.00		0.00	0.00	0.00	
9023 Walk for Wags income	(132.40)	0.00	(132.40)		1,140.30	10,475.00	(9,334.70)	10.89%
9024 Murder Mystery Dinner Income		0.00	0.00		2,646.80	1,800.00	846.80	147.04%
9025 Canine Mayor Income		2,000.00	(2,000.00)	0.00%	154.50	7,000.00	(6,845.50)	2.21%
9026 Business Sponsored Event		75.00	(75.00)	0.00%	3,946.00	11,085.00	(7,139.00)	35.60%
9028 Business Matching Gifts	103.00	0.00	103.00		1,255.00	1,137.09	117.91	110.37%
9032 Aluminum can recycling income	118.50	316.00	(197.50)	37.50%	1,214.65	2,212.00	(997.35)	54.91%
9400 Miscellaneous fund raising inco	1,015.75	197.92	817.83	513.21%	12,311.52	1,385.44	10,926.08	888.64%
9410 Appeal income	6,240.00	1,550.00	4,690.00	402.58%	82,731.00	57,350.00	25,381.00	144.26%
9450 Miscellaneous other income	4.97	12.00	(7.03)	41.42%	623.49	84.00	539.49	742.25%
Total 85000 FUNDRAISING INCOME	**33,199.21**	**27,627.92**	**5,571.29**	**120.17%**	**363,513.28**	**212,567.53**	**150,945.75**	**171.01%**

Humane Society of Portage County Inc

Budget vs. Actuals: 2020 Budget July 2020

	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
86000 INVESTMENT INCOME			0.00		0.00	0.00	0.00	
8900 Interest income		235.70	(235.70)	0.00%	19.74	1,649.90	(1,630.16)	1.20%
8901 Dividend income		350.38	(350.38)	0.00%	0.00	2,452.66	(2,452.66)	0.00%
8902 Unrealized gain/(loss) on invst		1,008.65	(1,008.65)	0.00%	0.00	7,060.55	(7,060.55)	0.00%
8910 Realized gain/(loss) on invst		(2,340.63)	2,340.63	0.00%	0.00	(16,384.41)	16,384.41	0.00%
Total 86000 INVESTMENT INCOME	**0.00**	**(745.90)**	**745.90**	**0.00%**	**19.74**	**(5,221.30)**	**5,241.04**	**-0.38%**
9499 Sales tax discount	10.00	10.00	0.00	100.00%	70.00	70.00	0.00	100.00%
Total Other Income	**33,209.21**	**26,892.02**	**6,317.19**	**123.49%**	**363,603.02**	**207,416.23**	**156,186.79**	**175.30%**
Other Expenses								
8909 Investment fees expense		266.62	266.62	0.00%	0.00	1,866.34	1,866.34	0.00%
9500 FUNDRAISING EXPENSES			0.00		0.00	0.00	0.00	
9513 Pet Fest Expense		0.00	0.00		17.90	0.00	(17.90)	
9523 Walk for Wags expense		300.00	300.00	0.00%	40.27	4,000.00	3,959.73	1.01%
9526 Murder Mystery Dinner Expense		0.00	0.00		3,297.57	0.00	(3,297.57)	
9527 Beer, Cheese, Pets Expense		0.00	0.00		700.00	0.00	(700.00)	
9535 Golf Outing Expense		2,125.00	2,125.00	0.00%	0.00	4,250.00	4,250.00	0.00%
9900 Miscellaneous fund raising expe	(27.60)	141.35	168.95	-19.53%	2,079.60	989.45	(1,090.15)	210.18%
9910 Appeal expense	4,519.19	2,540.00	(1,979.19)	177.92%	19,550.30	17,780.00	(1,770.30)	109.96%
Total 9500 FUNDRAISING EXPENSES	**4,491.59**	**5,106.35**	**614.76**	**87.96%**	**25,685.64**	**27,019.45**	**1,333.81**	**95.06%**
9970 Bad debt expense		13.00	13.00	0.00%	0.00	91.00	91.00	0.00%
9990 NSF checks		0.00	0.00		0.00	61.00	61.00	0.00%
9995 Miscellaneous other expense	0.10	5.25	5.15	1.90%	20.10	36.75	16.65	54.69%
Total Other Expenses	**4,491.69**	**5,391.22**	**899.53**	**83.31%**	**25,705.74**	**29,074.54**	**3,368.80**	**88.41%**
Net Other Income	**28,717.52**	**21,500.80**	**7,216.72**	**133.56%**	**337,897.28**	**178,341.69**	**(159,555.59)**	**189.47%**
Net Income	**(34,934.24)**	**(46,176.07)**	**11,241.83**	**75.65%**	**15,941.44**	**(180,595.15)**	**196,536.59**	**-8.83%**

Humane Society of Portage County
IT Status Report –August 2020

Board Support

- Created the board package.
- Updated the progresss on the fund raising stategy.

HSPC's support fundraising activities

- support for cleanup activities as events get turned off. All of 2020's events are now turned off.
- Developing a purchase portal for Yoga for Paws

Updated animal counts at the "Shelter Animal Count" web site

- Physical inventory of animals in the shelter. This process guarantees our computer systems match real life. It increases trust in the system
- Prepared the foster report.

ShelterTrack Software System

- Worked with software developer to fix problems on ShelterTrack

Facilities Update

- Coordinated repair of ERV wheel in the HVAC room after its drain was plugged
- Coordinated a repair of one of the video cameras. Determined the problem was a bad cable.
- Coordinated the repair of several office chairs

Staff support

- Mentored management team at staff meetings
- Provided support to office manager Lori Lang
- Ferried animal food between the shelter and our off site storage locations.
- Provided staff training of HSPC Computer systems and Sheltertrack for Samantha Wegger
- Created a graph showing animal counts versus staff hours

Customer facing web site

- Developed an update strategy
- Completed training course on Word Press and Elementor software
- Completed training on PHP script programing which will allow us to use the ShelterTrack RSS feeds to display adoptable animals and lost & found animals.
- Created sample home page for a future web site. (see samples at the end of this report)
- Inventoried all content in existing web site

Computer support

- Updated the web site and the covid-19 sub-ite
- Created a graph showing animal counts versus staff hours

Outside vendors

- Working on the development of X-Ray Safety and Training documents required by the state to complete the registration process.
- Troubleshooting and repair of phone system after a greeting message update
- Worked with Scaffidi Ford to acquire Humane Officer Vehicles. We are currently waiting to take delivery after the cage bulkheads are installed behind the driver's seat.

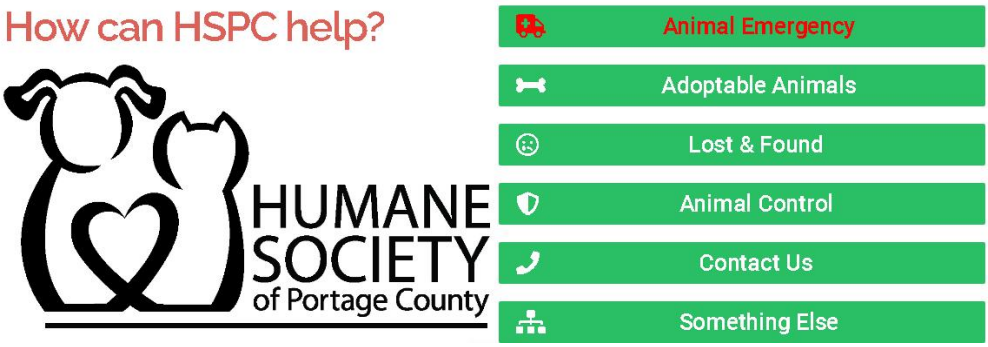
Security Updates to HSPC Computer systems

- A domain name service named CloudFlare was implemented by ShelterTrack and this required HSPC to get a new url to access sheltertrack. The implementation was not smooth but we expect things to return to normal in a few days.

- To reduce the number of dangerous emails that make their way into our email system I implemented a email scan of email traffic. The service is provided by our web hosting partner Deluxe Hosting. More than 700 suspicious emails have been stopped in the first two weeks. Two letters from Nigerian princes and others with subject lines like those shown below were blocked.
    - World's Best Flight Sim Game... (Open now)
    - Men Over 70 Are Performing Like Studs & Climaxing Like Never Before
    - FIX Toenail Fungus Overnight With THIS
    - {Explore the Possibilities With Beautiful Women|Exotic Women are Waiting For You Now..!}}
    - Doctors Speechless - This Fruit Cuts Blood Sugar By 91%
    - Licenses put police officers at ease
    - Texas mama drops 37lbs for reunion (never gains it back)
    - 7 Second Daily Ritual Melts Stubborn Fat While You Sleep
    - 专注香港空运至全球机场
    - Protect Your Home And Avoid The Hassles Of Home Repair With American Home Shield.
    - Don't Be Fooled by this Common (and Deadly) Myth about Bread...
    - A smartwatch that listens to you and helps you stay on top of a busy lifestyle
    - You deserve a better rest, and that's what we're going to offer you.
    - Revolutionary Device
    - God Bless America! And The Right To Conceal Carry!
    - Your Lost Hair Can Be Regrown With This Morning Ritual
    - 800 Lumens of Blinding Light
    - Turn the night into day with these revolutionary glasses.
    - What Einstein Knew About "The Secret"
    - Work at Home – No Experience Needed
    - "There's no magic pill but this is close"

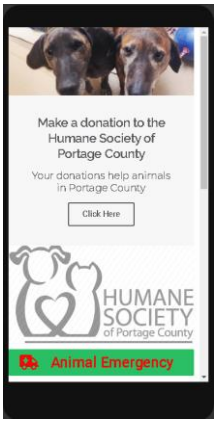
The goal of the new web site will be to enable visitors to find the information they need quickly and to make it very easy to make donations. The web site will be tailored to support three different viewing platforms PCs with wide screens, tablets and phones in a portrait orientation>

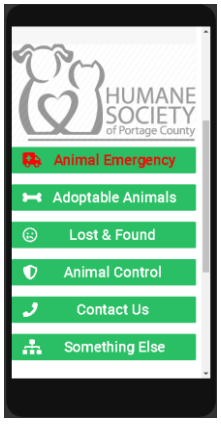
- **PC**



- **Tablet**

Phone





Volunteer Statistics

On Sept 2nd, 2020 there were

433 volunteers in the system
-77 are in applicant status
-45 staff members (32 are active)
-23 medical providers
-141 only foster records (94 active)

___
147 active and trained

A purge of inactive volunteers was performed on March 6, 2020. No recent service in past 100 days or applicant for more than 100 days is the criteria for purging.

HSPC staff are in Volgistics. Staff and medical provider hours are excluded from the volunteer reports

Monthly Service By Assignment

June 2020 to August 2020

Place	Assignment	Jun 2020 Hours	Jun 2020 Volunteer Count	Jul 2020 Hours	Jul 2020 Volunteer Count	Aug 2020 Hours	Aug 2020 Volunteer Count	Total Hours	Total Volunteer Count
Staff	Adjustment - add paid time	0:00	0	0:00	0	0:00	0	0:00	0
	Adjustment - subtract paid time	0:00	0	0:00	0	0:00	0	0:00	0
	Adoption - Days	0:00	0	0:00	0	0:00	0	0:00	0
	Adoption - Support	0:00	0	0:00	0	0:00	0	0:00	0
	Adoption	0:00	0	0:00	0	0:00	0	0:00	0
	Animal Enrichment	0:00	0	0:00	0	0:00	0	0:00	0
	Exception - see employee file	0:00	0	0:00	0	0:00	0	0:00	0
	Front Desk - Days	0:00	0	0:00	0	0:00	0	0:00	0
	Front Desk - Evenings	0:00	0	0:00	0	0:00	0	0:00	0
	Front Desk	0:00	0	0:00	0	0:00	0	0:00	0
	Funeral	0:00	0	0:00	0	0:00	0	0:00	0
	HO a - On Duty Days - Weekdays	0:00	0	0:00	0	0:00	0	0:00	0
	HO b - Front Desk/Backup Days - Weekdays	0:00	0	0:00	0	0:00	0	0:00	0
	HO c - On Duty Nights - Weekdays	0:00	0	0:00	0	0:00	0	0:00	0
	HO d - On Duty Days & Nights - Weekends	0:00	0	0:00	0	0:00	0	0:00	0
	Humane Officer - Differential	0:00	0	0:00	0	0:00	0	0:00	0
	Humane Officer on Duty - Days	0:00	0	0:00	0	0:00	0	0:00	0
	Humane Officer on Duty - Nights	0:00	0	0:00	0	0:00	0	0:00	0
	Humane Officer	0:00	0	0:00	0	0:00	0	0:00	0
	Manager on Duty / Adoption	0:00	0	0:00	0	0:00	0	0:00	0

Place	Assignment	Jun 2020 Hours	Jun 2020 Volunteer Count	Jul 2020 Hours	Jul 2020 Volunteer Count	Aug 2020 Hours	Aug 2020 Volunteer Count	Total Hours	Total Volunteer Count
	Manager on Duty / Front Desk	0:00	0	0:00	0	0:00	0	0:00	0
	Manager on Duty	0:00	0	0:00	0	0:00	0	0:00	0
	Meeting	0:00	0	0:00	0	0:00	0	0:00	0
	Office Manager	0:00	0	0:00	0	0:00	0	0:00	0
	PTO - Cash Out	0:00	0	0:00	0	0:00	0	0:00	0
	PTO - Paid Time Off	0:00	0	0:00	0	0:00	0	0:00	0
	Shelter Care - Pick Up Shift	0:00	0	0:00	0	0:00	0	0:00	0
	Shelter Care - Team 1 - Everyday	0:00	0	0:00	0	0:00	0	0:00	0
	Shelter Care - Team 2 - Everyday	0:00	0	0:00	0	0:00	0	0:00	0
	Shelter Care - Team 3 - Everyday	0:00	0	0:00	0	0:00	0	0:00	0
	Shelter Care - Team 5 - Evenings	0:00	0	0:00	0	0:00	0	0:00	0
	Shelter Care Supervisor & Animal Enrichment	0:00	0	0:00	0	0:00	0	0:00	0
	Shelter Care	0:00	0	0:00	0	0:00	0	0:00	0
	Snow Control/Weed Control	0:00	0	0:00	0	0:00	0	0:00	0
	Training	0:00	0	0:00	0	0:00	0	0:00	0
	Unavailable for work	0:00	0	0:00	0	0:00	0	0:00	0
	Unpaid Time Off - HO or Salary	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Amy	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Andrea	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Certified Veterinary Technician	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Kayla	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Samantha	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Veterinarian	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Veterinary Assistant	0:00	0	0:00	0	0:00	0	0:00	0
	Veterinary Team - Weekend	0:00	0	0:00	0	0:00	0	0:00	0

Place	Assignment	Jun 2020 Hours	Jun 2020 Volunteer Count	Jul 2020 Hours	Jul 2020 Volunteer Count	Aug 2020 Hours	Aug 2020 Volunteer Count	Total Hours	Total Volunteer Count
	WARNING - DO NOT SIGN IN!	0:00	0	0:00	0	0:00	0	0:00	0
	Work Study / Intern - Shelter Care Days	0:00	0	0:00	0	0:00	0	0:00	0
	Work Study / Intern - Shelter Care Nights	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Adoption - Temperament Testing	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Adoption - Tuesday Afternoon - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Adoption - Tuesday Morning - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Shelter Care - Team 1 - Weekends - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Shelter Care - Team 2 - Weekdays - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Shelter Care - Team 2 - Weekends - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Shelter Care - Team 4 - Afternoons - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Shelter Track Development - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Telemarketing - 'Getter' - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Veterinary Team - Count of Cat Neuters	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Veterinary Team - Count of Cat Spays	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Veterinary Team - Count of Dog Neuters	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Veterinary Team - Count of Dog Spays	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Veterinary Team - Count of Other Procedures	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Veterinary Team - Dale	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Veterinary Team - Give Medications	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Volunteer Coordinator - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
	Z - Volunteer Coordinator / Animal Enrichment - Inactive	0:00	0	0:00	0	0:00	0	0:00	0
Total		0:00	0	0:00	0	0:00	0	0:00	0
Volunteer Services	Administrative Assistant	13:29	1	7:22	1	4:52	1	25:43	1
	Adoptions Counselor	0:00	0	0:00	0	0:00	0	0:00	0

Place	Assignment	Jun 2020 Hours	Jun 2020 Volunteer Count	Jul 2020 Hours	Jul 2020 Volunteer Count	Aug 2020 Hours	Aug 2020 Volunteer Count	Total Hours	Total Volunteer Count
	Angel Foster	0:00	0	0:00	0	0:00	0	0:00	0
	Animal Transport	0:00	0	0:00	0	0:00	0	0:00	0
	Bird Foster	0:00	0	0:00	0	0:00	0	0:00	0
	Building Maintenance	0:00	0	0:00	0	0:00	0	0:00	0
	Business Group Presenter	0:00	0	0:00	0	0:00	0	0:00	0
	Cat Cage Crew	0:00	0	0:00	0	0:00	0	0:00	0
	Cat Lead Volunteer	0:00	0	13:11	4	86:52	4	100:03	4
	Cat Socialization (Orange Badge Required for Red Cats)	26:04	1	26:32	1	48:12	2	100:48	2
	Chinchilla Foster	0:00	0	0:00	0	0:00	0	0:00	0
	Coin Can Agent	0:00	0	0:00	0	0:00	0	0:00	0
	Community Service	7:48	1	7:52	1	7:35	1	23:15	1
	Dog Foster Care Giver	30:00	1	33:00	2	31:00	1	94:00	2
	Dog Kennel Crew	0:00	0	0:00	0	0:00	0	0:00	0
	Dog Lead Volunteer	0:00	0	1:47	1	18:53	2	20:40	2
	Dog Walker (Red Badge required for Red Dogs)	0:00	0	0:00	0	2:25	1	2:25	1
	Education Classroom Presenter	0:00	0	0:00	0	0:00	0	0:00	0
	Evening Animal Care	0:00	0	0:00	0	0:00	0	0:00	0
	Fill The Van	0:00	0	0:00	0	0:00	0	0:00	0
	Foster - farm animal	0:00	0	0:00	0	0:00	0	0:00	0
	Fundraising Event - Golf	0:00	0	0:00	0	0:00	0	0:00	0
	Fur Ball at the Holday Inn	0:00	0	0:00	0	0:00	0	0:00	0
	Fur Ball preparation tasks	0:00	0	0:00	0	0:00	0	0:00	0
	Greeter/Adoption Assistant	0:00	0	0:00	0	0:00	0	0:00	0
	Guest Volunteer	0:00	0	0:00	0	0:00	0	0:00	0
	Housekeeping	0:00	0	0:00	0	2:34	1	2:34	1

Place	Assignment	Jun 2020 Hours	Jun 2020 Volunteer Count	Jul 2020 Hours	Jul 2020 Volunteer Count	Aug 2020 Hours	Aug 2020 Volunteer Count	Total Hours	Total Volunteer Count
	Humane Officer Assistant	0:00	0	0:00	0	0:00	0	0:00	0
	IT Technician	193:14	1	239:56	1	208:58	1	642:08	1
	Kitten Care Giver - bottle feeding	0:00	0	0:00	0	0:00	0	0:00	0
	Kitten Foster Care Giver	704:00	9	775:00	13	1,214:00	15	2,693:00	19
	Medical Assistant	0:00	0	88:15	1	0:00	0	88:15	1
	Nurse / Feed Kittens	0:00	0	0:00	0	0:00	0	0:00	0
	Open House - Santa Paws	0:00	0	0:00	0	0:00	0	0:00	0
	Photographer	1:10	1	0:00	0	0:00	0	1:10	1
	Rabbit Foster	0:00	0	0:00	0	14:00	1	14:00	1
	Rabbit Socialization	0:00	0	0:00	0	0:00	0	0:00	0
	Rat Foster	0:00	0	0:00	0	0:00	0	0:00	0
	Reception / Greeter	0:00	0	0:00	0	0:00	0	0:00	0
	Reptile Foster	0:00	0	0:00	0	0:00	0	0:00	0
	Social Media	180:00	1	186:00	1	186:00	1	552:00	1
	Special assignment or other tasks not defined	0:00	0	0:00	0	0:00	0	0:00	0
	Videographer	0:00	0	0:00	0	1:51	1	1:51	1
	Volunteer Lead (Cat Care Team)	16:31	2	6:02	2	0:00	0	22:33	2
	Volunteer Lead (Red Dog Team)	0:00	0	0:00	0	0:00	0	0:00	0
	Walk for Wags at Pffifner Park	0:00	0	0:00	0	0:00	0	0:00	0
	Youth Assistant	0:00	0	0:00	0	0:00	0	0:00	0
Total		1,172:16	15	1,384:57	24	1,827:12	28	4,384:25	33
Grand total		**1,172:16**	**15**	**1,384:57**	**24**	**1,827:12**	**28**	**4,384:25**	**33**

Foster Hours for the month of August 2020

8/1/2020	8/2/2020	8/3/2020	8/4/2020	8/5/2020	8/6/2020	8/7/2020	8/8/2020	8/9/2020	8/10/2020	8/11/2020	8/12/2020	8/13/2020	8/14/2020	8/15/2020	8/16/2020	8/17/2020	8/18/2020	8/19/2020	8/20/2020	8/21/2020	8/22/2020	8/23/2020	8/24/2020	8/25/2020	8/26/2020	8/27/2020	8/28/2020	8/29/2020	8/30/2020	8/31/2020	TOTAL
3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	93
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	62
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1						26
5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	155
7	7	7	7	7	7	7	7	7	7	7	7	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	103
			5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	140
																	1	1	1	1	1	1	1	3	3	3	3	3	3	3	28
						5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	125
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	31
2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	62
				1	1																										2
5	5	5	5	5	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	51
			1	1	1	1	1	1	1	1																					8
5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	155
6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6	6				168
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	31
1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	31
																	1	1	1	1	1	1	1	1	1	1	1	1	1	1	14
39	39	39	45	46	42	46	46	46	46	46	45	39	39	39	39	39	41	41	41	41	41	41	41	43	43	42	42	36	36	36	1285

Monthly Service By Type

June 2020 to August 2020

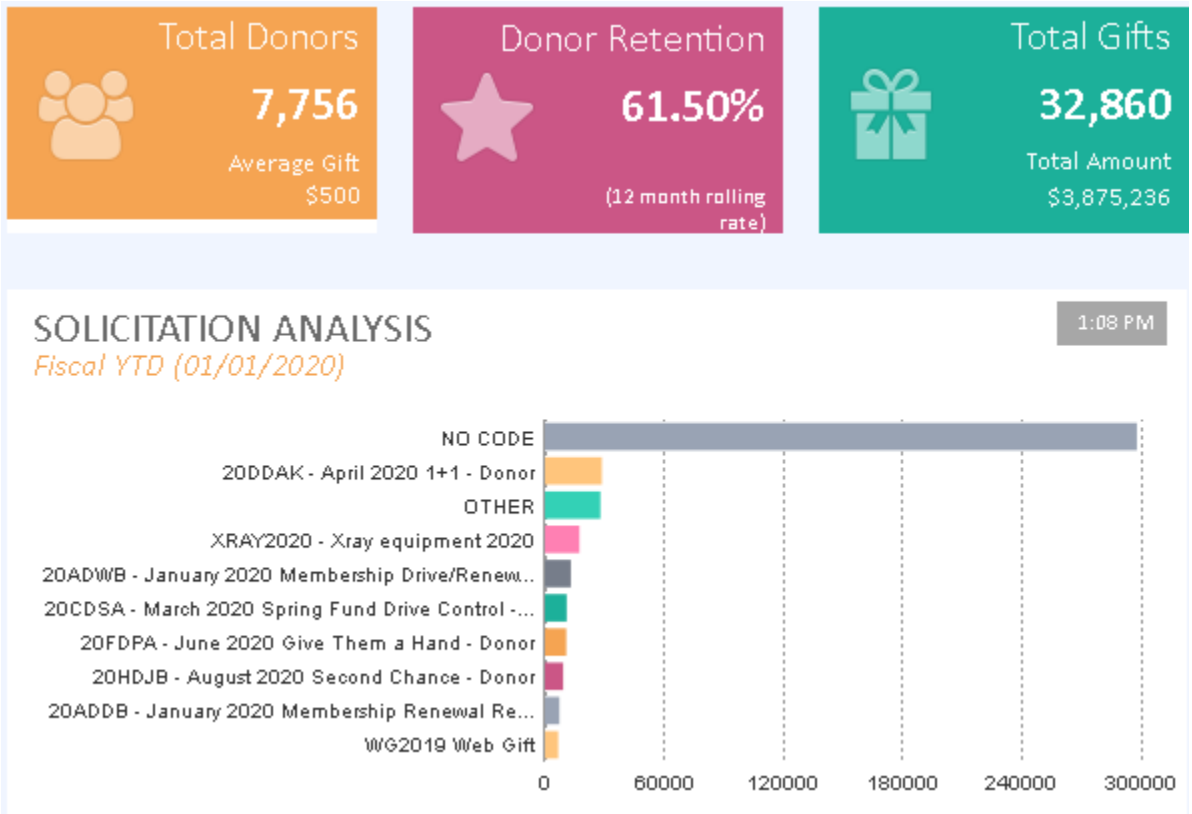
Type	Jun 2020 Hours	Jun 2020 Volunteer Count	Jul 2020 Hours	Jul 2020 Volunteer Count	Aug 2020 Hours	Aug 2020 Volunteer Count	Total Hours	Total Volunteer Count
Adult	1,172:16	15	1,384:57	24	1,827:12	28	4,384:25	33
Minor	0:00	0	0:00	0	0:00	0	0:00	0
Grand total	**1,172:16**	**15**	**1,384:57**	**24**	**1,827:12**	**28**	**4,384:25**	**33**

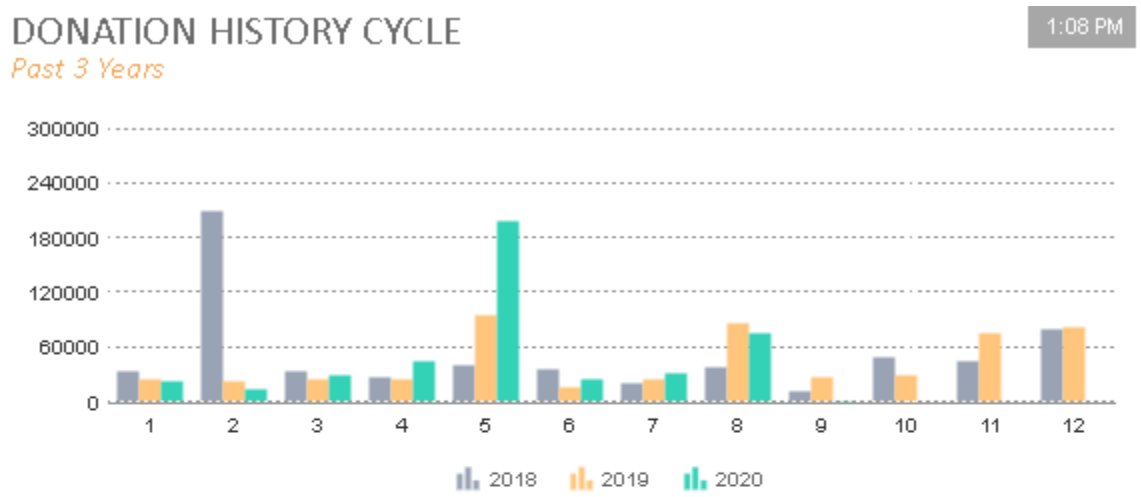
DonorPerfect Statistics

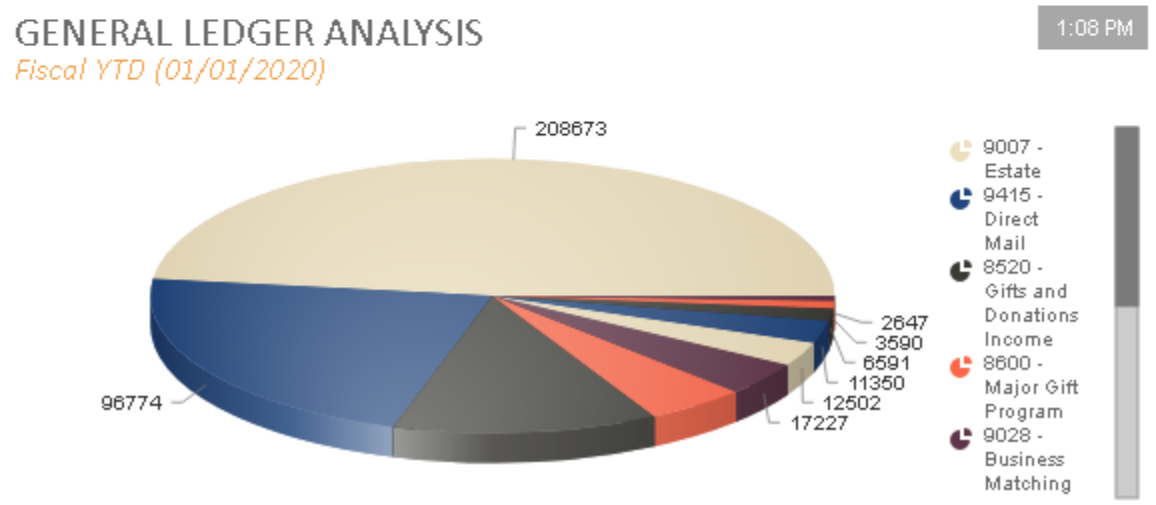
DonorPerfect is software that helps HSPC record information about our donors and patrons. It has been active since the end of August 2013

- All Individual monetary donations has been extracted from our old system and loaded.
- All Business and organization monetary donations has been extracted from our old system and loaded.
- All contributions are put into DonorPerfect (cash and non-cash gifts)
- All Volunteers are added to DonorPerfect – (updated every 4 months)
- Any person that attends one of our major events and purchases an item (registration , auction) are added to Donor Perfect
- All people who make in-kind donations and sign our gift registry have been loaded into Donor Perfect.
- All mailing lists have been consolidated into Donor Perfect
- All people who have adopted a pet from HSPC in the past 5 years have been loaded into Donor Perfect. New adopters are added each week.
- Donor Perfect has been the system of record for all donations since August 2013.

Our donor base continues to grow. In January 2014 we had 6,289 donors and in January 2015 we had 7,655. On August 3rd, 2020 we have 13,681 constituent records in our Donor Perfect database. Note: 4,168 are do not mail records.







Note: Large estate gifts received in February 2018 and May 2020 will skew many of these graphs.

The following reports from DonorPerfect will provide additional details.

General Ledger Analysis
08/01/2020 to 08/31/2020

GL Code	No. Donors	Avg/Donor	No. Gifts	Avg/Gifts	Total Given
Business Employee/Patron Gifts	6	$12.17	6	$12.17	$73.00
Business Matching Gift	1	$16,120.00	1	$16,120.00	$16,120.00
Coin Cans	1	$140.46	1	$140.46	$140.46
Commemorative Brick	1	$0.00	2	$0.00	$0.00
Direct Mail	228	$57.69	229	$57.44	$13,153.00
Estate	2	$15,852.94	3	$10,568.63	$31,705.88
Extra Gift from thank you	11	$24.55	11	$24.55	$270.00
Gifts and Donations Income	49	$73.90	52	$69.64	$3,621.09
Honorarium Income	1	$154.50	1	$154.50	$154.50
Major Gift Program	1	$4,618.90	2	$2,309.45	$4,618.90
Memorial Income	34	$147.35	35	$143.14	$5,010.00
Miscellanous Income	1	$455.86	2	$227.93	$455.86
Newsletter Gift	1	$300.00	1	$300.00	$300.00
GRAND TOTALS	**337**	**$37,958.31**	**346**	**$30,127.89**	**$75,622.69**
Actual Counts	**327**	**$231.26**	**346**	**$218.56**	**$75,622.69**

A total of 13 GL Code(s) Listed

Calendar — Donations by Month and Year
9/3/2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
2014	Gifts: 93 $10,466.81 $112.55	Gifts: 62 $8,662.43 $139.72	Gifts: 48 $9,591.26 $199.82	Gifts: 150 $20,592.37 $137.28	Gifts: 227 $27,986.18 $123.29	Gifts: 447 $42,775.26 $95.69	Gifts: 162 $17,958.31 $110.85	Gifts: 115 $14,283.38 $124.20	Gifts: 256 $28,805.94 $112.52	Gifts: 278 $44,618.98 $160.50	Gifts: 80 $8,714.46 $108.93	Gifts: 580 $49,793.70 $85.85	Gifts: 2498 $284,249.08 $113.79
2015	Gifts: 86 $13,910.81 $161.75	Gifts: 55 $3,635.43 $66.10	Gifts: 146 $15,883.45 $108.79	Gifts: 138 $37,635.45 $272.72	Gifts: 145 $17,930.53 $123.66	Gifts: 237 $25,911.23 $109.33	Gifts: 97 $14,387.86 $148.33	Gifts: 271 $23,753.02 $87.65	Gifts: 260 $19,121.07 $73.54	Gifts: 413 $33,869.83 $82.01	Gifts: 562 $33,087.55 $58.87	Gifts: 618 $49,410.00 $79.95	Gifts: 3028 $288,536.23 $95.29
2016	Gifts: 238 $18,222.48 $76.57	Gifts: 294 $20,030.08 $68.13	Gifts: 401 $30,029.13 $74.89	Gifts: 316 $31,252.89 $98.90	Gifts: 335 $34,879.53 $104.12	Gifts: 500 $52,232.73 $104.47	Gifts: 127 $33,216.86 $261.55	Gifts: 438 $23,736.13 $54.19	Gifts: 386 $24,545.92 $63.59	Gifts: 413 $42,802.66 $103.64	Gifts: 334 $19,819.92 $59.34	Gifts: 761 $66,840.06 $87.83	Gifts: 4543 $397,608.39 $87.52
2017	Gifts: 293 $25,376.49 $86.61	Gifts: 317 $16,199.17 $51.10	Gifts: 428 $30,533.50 $71.34	Gifts: 192 $13,267.87 $69.10	Gifts: 460 $47,160.78 $102.52	Gifts: 375 $30,321.24 $80.86	Gifts: 194 $22,791.32 $117.48	Gifts: 307 $38,506.30 $125.43	Gifts: 154 $16,049.99 $104.22	Gifts: 431 $39,598.15 $91.88	Gifts: 585 $36,800.80 $62.91	Gifts: 623 $58,035.15 $93.15	Gifts: 4359 $374,640.76 $85.95
2018	Gifts: 414 $33,053.00 $79.84	Gifts: 229 $18,584.78 $81.16	Gifts: 355 $32,825.92 $92.47	Gifts: 304 $27,195.74 $89.46	Gifts: 391 $40,328.76 $103.14	Gifts: 452 $34,870.24 $77.15	Gifts: 313 $20,281.26 $64.80	Gifts: 280 $37,798.84 $135.00	Gifts: 254 $11,594.01 $45.65	Gifts: 527 $47,736.98 $90.58	Gifts: 682 $44,555.85 $65.33	Gifts: 555 $78,057.10 $140.64	Gifts: 4756 $426,882.48 $89.76
2019	Gifts: 375 $23,465.05 $62.57	Gifts: 208 $21,475.71 $103.25	Gifts: 367 $23,135.64 $63.04	Gifts: 237 $24,514.79 $103.44	Gifts: 389 $50,143.84 $128.90	Gifts: 223 $15,147.35 $67.93	Gifts: 186 $23,291.73 $125.22	Gifts: 306 $35,786.64 $116.95	Gifts: 236 $26,378.12 $111.77	Gifts: 614 $28,566.51 $46.53	Gifts: 704 $74,588.78 $105.95	Gifts: 696 $81,708.58 $117.40	Gifts: 4541 $428,202.74 $94.30
2020	Gifts: 435 $22,068.58 $50.73	Gifts: 231 $13,181.40 $57.06	Gifts: 356 $27,535.80 $77.35	Gifts: 271 $43,235.17 $159.54	Gifts: 517 $38,143.07 $73.78	Gifts: 355 $23,909.40 $67.35	Gifts: 203 $13,834.42 $68.15	Gifts: 343 $43,916.81 $128.04					Gifts: 2711 $225,824.65 $83.30

Summary	
Total Donors	**6,534**
Total Gifts	**26,436**
Total Amount	**$2,425,944.33**
Avg Amount	**$91.77**

Gifts by Date

08/01/2020 to 08/31/2020

Gift Date	Amount	General Ledger
08/03/2020	$140.46	Coin Cans
08/03/2020	$3,705.88	Estate
08/03/2020	$154.50	Honorarium Income
08/06/2020	$200.00	Direct Mail
08/06/2020	$100.00	Memorial Income
08/06/2020	$100.00	Memorial Income
08/06/2020	$100.00	Gifts and Donations Income
08/06/2020	$150.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$300.00	Newsletter Gift
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$500.00	Direct Mail
08/06/2020	$265.00	Gifts and Donations Income
08/06/2020	$150.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Memorial Income
08/06/2020	$100.00	Direct Mail
08/06/2020	$100.00	Direct Mail
08/07/2020	$103.00	Gifts and Donations Income
08/08/2020	$103.00	Gifts and Donations Income
08/09/2020	$100.00	Direct Mail
08/09/2020	$200.00	Direct Mail
08/09/2020	$150.00	Direct Mail
08/09/2020	$100.00	Gifts and Donations Income
08/10/2020	$100.00	Gifts and Donations Income
08/10/2020	$3,000.00	Estate
08/10/2020	$100.00	Direct Mail
08/10/2020	$16,120.00	Business Matching Gift
08/11/2020	$1,100.00	Direct Mail
08/12/2020	$25,000.00	Estate
08/12/2020	$150.00	Direct Mail
08/13/2020	$100.00	Memorial Income

Gifts by Date

08/01/2020 to 08/31/2020

Gift Date	Amount	General Ledger
08/13/2020	$425.00	Memorial Income
08/13/2020	$100.00	Memorial Income
08/14/2020	$217.43	Miscellanous Income
08/14/2020	$238.43	Miscellanous Income
08/15/2020	$103.00	Gifts and Donations Income
08/17/2020	$100.00	Direct Mail
08/17/2020	$150.00	Direct Mail
08/17/2020	$100.00	Direct Mail
08/17/2020	$400.00	Direct Mail
08/17/2020	$200.00	Gifts and Donations Income
08/17/2020	$250.00	Memorial Income
08/17/2020	$250.00	Gifts and Donations Income
08/17/2020	$100.00	Direct Mail
08/17/2020	$500.00	Direct Mail
08/18/2020	$500.00	Gifts and Donations Income
08/19/2020	$100.00	Memorial Income
08/19/2020	$1,305.00	Memorial Income
08/19/2020	$100.00	Memorial Income
08/19/2020	$100.00	Direct Mail
08/19/2020	$150.00	Memorial Income
08/19/2020	$100.00	Direct Mail
08/19/2020	$250.00	Direct Mail
08/19/2020	$200.00	Memorial Income
08/19/2020	$100.00	Memorial Income
08/20/2020	$1,100.00	Memorial Income
08/27/2020	$439.53	Gifts and Donations Income
08/27/2020	$1,035.00	Direct Mail
08/27/2020	$100.00	Direct Mail
08/27/2020	$951.90	Major Gift Program
08/27/2020	$3,667.00	Major Gift Program
08/27/2020	$100.00	Direct Mail
08/28/2020	$100.00	Direct Mail
Count of Gifts	**71**	
Total Amount	**$67,124.13**	

Solicitation Report for 01/01/2019 thru 08/31/2020										
Date	Description	Mailed	# of Replied Donors	% of Responses	Total Revenue	Avg. Gift	Printing	Other	Total	Net Revenue
		REVENUE					EXPENSES			
1/16/2019	19ADDA - January 2019 Membership Renewal Reminder - Donors	2590	114	4.4	$5,655.00	$49.61	$1,067.08	$466.20	$1,533.28	$4,121.72
1/2/2019	19ADWA - January 2019 Membership Renewal - Donors	2590	258	9.96	$14,430.00	$55.93	$1,230.25	$466.20	$1,696.45	$12,733.55
1/7/2019	19APSA - January 2019 Membership Drive - Prospects	8506	44	0.52	$1,316.94	$29.93	$3,504.47	$1,531.08	$5,035.55	($3,718.61)
1/2/2019	19ARWA - January 2019 Membership Renewal - Recent Lapsed	570	6	1.05	$220.00	$36.67	$270.75	$102.60	$373.35	($153.35)
3/4/2019	19CDSA - March 2019 Spring Fund Drive - Donors	2678	240	8.96	$10,473.50	$43.46	$1,108.69	$495.43	$1,604.12	$8,869.38
3/4/2019	19CHSA - March 2019 Spring Fund Drive - House Prospects	1490	37	2.48	$608.00	$16.43	$616.86	$275.65	$892.51	($284.51)
3/4/2019	19CLSA - March 2019 Spring Fund Drive - Lapsed Donors	515	6	1.17	$175.00	$29.17	$213.21	$95.28	$308.49	($133.49)
3/4/2019	19CRSA - March 2019 Spring Fund Drive - Recent Lapsed	603	7	1.16	$145.00	$20.71	$249.64	$111.56	$361.20	($216.20)
4/15/2019	19DDGG - April 2019 1 + 1 Match - Donors	2673	249	9.32	$17,021.00	$68.36	$1,106.62	$494.51	$1,601.13	$15,419.87
4/15/2019	19DRGG - April 2019 1 + 1 Match - Lapsed Donors	609	5	0.82	$165.00	$33.00	$252.13	$112.67	$364.80	($199.80)
5/20/2019	19FDPA - June/July 2019 Give Them A Hand - Donors	2628	115	4.38	$5,086.00	$44.23	$1,243.04	$486.18	$1,729.22	$3,356.78
5/20/2019	19FRPA - June/July 2019 Give Them A Hand - Recently Lapsed Donors	636	4	0.63	$85.00	$21.25	$300.83	$117.66	$418.49	($333.49)
5/20/2019	19GDPA - June/July 2019 Give Them A Hand - Donors	2628	77	2.93	$2,785.00	$36.17	$0.00	$0.00	$0.00	$2,785.00
5/20/2019	19GRPA - June/July 2019 Give Them A Hand - Recently Lapsed Donors	636	1	0.16	$30.00	$30.00	$0.00	$0.00	$0.00	$30.00
7/22/2019	19HDJB - August 2019 Second Chance - Donors	2535	153	6.04	$8,745.00	$57.16	$1,049.49	$468.98	$1,518.47	$7,226.53
7/22/2019	19HHSB - August 2019 Second Chance - House Prospects	4286	47	1.1	$1,468.00	$31.23	$1,774.40	$792.91	$2,567.31	($1,099.31)
7/22/2019	19HLSB - August 2019 Second Chance - Lapsed Donors	600	5	0.83	$210.00	$42.00	$248.40	$111.00	$359.40	($149.40)
7/22/2019	19HRSB - August 2019 Second Chance - Recent Lapsed Donors	636	7	1.1	$200.00	$28.57	$263.30	$117.66	$380.96	($180.96)
9/23/2019	19JDSA - October 2019 Falling in Love - Donor	2513	258	10.27	$11,681.00	$45.28	$1,040.38	$464.91	$1,505.29	$10,175.71
10/21/2019	19KDAF - November 2019 Holiday Fund Drive - Donor	2581	322	12.48	$20,716.00	$63.94	$1,068.53	$477.49	$1,546.02	$19,169.98
11/4/2019	19KDYF - November 2019 Holiday Fund Drive - Donor	2525	208	8.24	$12,325.00	$59.25	$1,045.35	$467.13	$1,512.48	$10,812.52
10/21/2019	19KHAF - November 2019 Holiday Fund Drive - House Prospect	535	24	4.49	$1,635.00	$68.13	$221.49	$98.98	$320.47	$1,314.53
10/21/2019	19KLAF - November 2019 Holiday Fund Drive - Lapsed Donor	407	3	0.74	$175.00	$58.33	$168.50	$75.30	$243.80	($68.80)
11/4/2019	19KPSF - November 2019 Holiday Fund Drive - Prospect	10006	88	0.88	$3,137.00	$35.65	$4,142.48	$1,851.11	$5,993.59	($2,856.59)
10/21/2019	19KRAF - November 2019 Holiday Fund Drive - Recent Lapsed	627	7	1.12	$600.00	$85.71	$259.58	$116.00	$375.58	$224.42
10/21/2019	19KTAF - November 2019 Holiday Fund Drive - Very Lapsed	162	1	0.62	$100.00	$100.00	$67.07	$29.97	$97.04	$2.96
12/2/2019	19L1GD - December 2019 Annual Holiday Campaign - Saturation	2000	6	0.3	$480.00	$80.00	$730.00	$370.00	$1,100.00	($620.00)
11/25/2019	19LDDB - December 2019 Last Chance - Donor	2536	173	6.82	$10,037.00	$58.02	$1,049.90	$469.16	$1,519.06	$8,517.94
11/25/2019	19LRDB - December 2019 Last Chance - Recent Lapsed	482	5	1.04	$465.00	$93.00	$199.55	$89.17	$288.72	$176.28
12/2/2019	19LSGD - December 2019 Annual Holiday Campaign - Saturation	6005	26	0.43	$1,245.00	$47.88	$2,191.83	$1,110.93	$3,302.76	($2,057.76)
		67788	2496	3.68	$131,414.44	$52.65	$26,683.82	$11,865.72	$38,549.54	$92,864.90

Date	Description	Mailed	# of Replied Donors	% of Responses	Total Revenue	Avg. Gift	Printing	Other	Total	Net Revenue
		REVENUE					EXPENSES			
1/20/2020	20ADDB - January 2020 Membership Renewal Reminder Alternate - Donor	2550	134	5.25	$7,740.00	$57.76	$1,058.25	$471.75	$1,530.00	$6,210.00
1/6/2020	20ADWB - January 2020 Membership Drive/Renewal Alternate - Donor	2548	285	11.19	$13,526.00	$47.46	$1,210.30	$471.38	$1,681.68	$11,844.32
1/6/2020	20APSB - January 2020 Membership Drive/Renewal Alternate - Prospect	8506	61	0.72	$1,867.00	$30.61	$3,529.99	$1,573.61	$5,103.60	($3,236.60)
1/6/2020	20ARWB - January 2020 Membership Drive/Renewal Alternate - Recent Lapsed	483	4	0.83	$80.00	$20.00	$229.43	$89.36	$318.79	($238.79)
3/2/2020	20CDSA - March 2020 Spring Fund Drive Control - Donor	2655	240	9.04	$11,423.00	$47.60	$1,104.48	$499.14	$1,603.62	$9,819.38
3/2/2020	20CHSA - March 2020 Spring Fund Drive Control - House Prospect	1806	43	2.38	$775.00	$18.02	$751.30	$339.53	$1,090.83	($315.83)
3/2/2020	20CLSA - March 2020 Spring Fund Drive Control - Lapsed Donor	776	14	1.8	$475.00	$33.93	$322.82	$145.89	$468.71	$6.29
3/2/2020	20CRSA - March 2020 Spring Fund Drive Control - Recent Lapsed	538	10	1.86	$220.00	$22.00	$223.81	$101.14	$324.95	($104.95)
4/13/2020	20DDAK - April 2020 1+1 - Donor	2695	404	14.99	$29,127.00	$71.74	$1,121.12	$506.66	$1,627.78	$27,499.22
4/13/2020	20DRAK - April 2020 1+1 - Recent Lapsed	519	8	1.54	$615.00	$76.88	$215.90	$97.57	$313.47	$301.53
5/26/2020	20FDPA - June 2020 Give Them a Hand - Donor	2680	225	8.4	$11,215.00	$49.84	$1,273.00	$495.80	$1,768.80	$9,446.20
5/26/2020	20FRPA - June 2020 Give Them a Hand - Recent Lapsed	493	3	0.61	$100.00	$33.33	$234.18	$91.21	$325.39	($225.39)
5/26/2020	20GDPA - June 2020 Give Them a Hand - Donor	2680	119	4.44	$6,277.00	$52.75	$0.00	$0.00	$0.00	$6,277.00
5/26/2020	20GRPA - June 2020 Give Them a Hand - Recent Lapsed	493	1	0.2	$25.00	$25.00	$0.00	$0.00	$0.00	$25.00
7/20/2020	20HDJB - August 2020 Second Chance - Donor	2688	154	5.73	$9,567.00	$62.12	$1,118.21	$497.28	$1,615.49	$7,951.51
7/20/2020	20HHSB - August 2020 Second Chance - House Prospect	5182	41	0.79	$1,793.00	$43.73	$2,155.71	$958.67	$3,114.38	($1,321.38)
7/20/2020	20HLSB - August 2020 Second Chance - Lapsed Donor	870	4	0.46	$115.00	$28.75	$361.92	$160.95	$522.87	($407.87)
7/20/2020	20HRSB - August 2020 Second Chance - Recent Lapsed	474	6	1.27	$170.00	$28.33	$197.18	$87.69	$284.87	($114.87)
		38,636	1,756	4.54	$95,110.00	$54.16	$15,107.60	$6,587.63	$21,695.23	$73,414.77

	City of Stevens Point	Town of Alban	Town of Amherst	Town of Buena Vista	Town of Carson	Town of Dewey	Town of Eau Pleine	Town of Grant	Town of Hull	Town of Lanark	Town of Linwood	Town of New Hope	Town of Pine Grove	Town of Plover	Town of Sharon	Town of Stockton	Village of Almond	Village of Amherst	Village of Junction City	Village of Plover	Village of Rosholt	Village of Whiting
Report Totals	**156**	**17**	**13**	**9**	**10**	**6**	**15**	**13**	**23**	**29**	**6**	**6**	**12**	**19**	**15**	**16**	**9**	**2**	**3**	**212**	**9**	**7**
Actions by type																						
01. Animal transported from field	6	1	3		1		2	1	1	2	2		3	2	2	3	1			16		
02. Animal received at shelter	2	3	1	2	1				3	6				5				1		7	1	
03. Animal retrned to owner-field				1		1				1		1								7		
04. Animal returned to owner-shelter	1						1		1					1						3		
05. Field investigation/inspection	17				1	1	1		1	1	1	1				1	1			15		
06. Office investigation	12							1	1	1				1	1				1	11	1	
07. Written warning issued	6				1		1		1	2		1	1							7		1
08. Citation Issued												1								1		
09. Order of abatement issued									1											2		
10. Quarantine of animal issued	1	1	1														1					
11. Verbal contact / phone call	50	6	2	4	1	3	4	6	4	6	1	1	3	4	5	4	3		1	60	3	3
12. Live trap set/checked	1																					
Cases by type																						
01. Lost Pet Report/Recovery	1																			1		
02. Intake of Animal-Stray																				1		
03. Intake of Animal-Other														1								
04. Nuisance Animal	1	1					1			1										3		
05. Bite/Quarantine	2	1														1	1			3	1	
06. Animal Mistreatment/Neglect	2				1										1	1				2		
07. Injured/Deceased Animal																				1		
Dispatch by type																						
01. Lost Pet Report/Recovery	19		1			1	1	2	1	2			1	1	1	1				15		2
02. Intake of Animal-Stray	10	3	2	2	2		2	2	4	3	2		2	2	3	2	1	1		11	1	
03. Intake of Animal-Other			1						1					2						2		
04. Nuisance Animal	13		1		1		2	1	3	4		1	2							16		1
05. Bite/Quarantine	2	1	1														1			3	2	
06. Animal Mistreatment/Neglect	9				1				1						2	2			1	18		
07. Injured or Deceased Animal	1															1				1		
Violations by type																						
Abandonment																				1		
Failure to provide food and water																				1		
Failure to provide proper shelter																				1		
Unlicensed																				2		
Unvaccinated - Rabies																				1		

2020 Dog & Cat Report

HSPC is an Adoption Guarantee facility. This means that all healthy animals are kept for adoption until a home is found or until circumstances would change. Some animals adopt quickly while others are with us for many months but we keep looking for a great home for each and every one of our "adoptables."

We take our commitment to our animals and community very seriously and try to do the best for the animals first while considering what is also best for the community. It happens periodically that an animal is no longer adoptable if there are serious health or behavioral concerns. In these situations euthanasia may be our only recourse if an animal has dangerous behavior or temperament that can't be corrected, a fatal or chronic disease, or is seriously injured.

August	Canines	Felines	Other
Medical & Health:	0	1	0
Behavioral Concerns:	0	0	0

CATS	INCOMING									
	Surrendered	Stray	Born	Impounded	Quarantined	Transfers	Abandoned	Owner Requested Euthanasia	Total	End of month Population
January	1	21	0	0	1	0	0	0	**23**	**79**
February	8	25	0	0	0	0	0	0	**33**	**64**
March	5	19	4	0	1	0	0	0	**29**	**57**
April	28	23	2	0	0	0	0	0	**53**	**67**
May	8	35	0	1	0	5	0	0	**49**	**63**
June	19	51	15	1	0	0	0	0	**86**	**86**
July	9	66	9	0	0	0	0	0	**84**	**109**
August	7	62	17	0	0	0	0	0	**86**	**142**
September										
October										
November										
December										
Total	**85**	**302**	**47**	**2**	**2**	**5**	**0**	**0**	**443**	

DOGS	INCOMING									
	Surrendered	Stray	Born	Impounded	Quarantined	Transferred	Abandoned	Owner Requested Euthanasia	Total	End of month Population
January	11	7	0	0	1	0	0	0	**19**	**21**
February	7	13	0	0	0	0	0	0	**20**	**15**
March	2	8	0	0	1	1	0	0	**12**	**11**
April	6	11	0	3	0	0	0	0	**20**	**10**
May	4	17	0	3	0	0	0	0	**24**	**7**
June	3	15	0	5	1	0	0	0	**24**	**8**
July	0	9	0	1	0	0	0	0	**10**	**4**
August	5	18	1	4	3	12	0	0	**43**	**21**
September										
October										
November										
December										
Total	**38**	**98**	**1**	**16**	**6**	**13**	**0**	**0**	**172**	

CATS	OUTGOING										
	Adopted	Breed Rescue	Working Cat Adoption	Reclaimed	Released	Transferred	Euthanized	Owner Requested Euthanasia	Escaped	Died	Total
January	42		0	2	0	30	2	0	0	1	**77**
February	41		0	1	0	4	1	0	0	1	**48**
March	21		0	5	0	10	0	0	0	0	**36**
April	32		0	8	0	0	0	0	0	3	**43**
May	34		1	14	0	0	0	0	0	4	**53**
June	35		2	17	0	1	0	0	0	8	**63**
July	41		4	7	0	2	5	0	0	2	**61**
August	36		1	5	0	0	1	0	0	10	**53**
September											
October											
November											
December											
Total	**282**	**0**	**8**	**59**	**0**	**47**	**9**	**0**	**0**	**29**	**434**

DOGS	OUTGOING										
	Adopted	Breed Rescue	Working Cat Adoption	Reclaimed	Released	Transferred	Euthanized	Owner Requested Euthanasia	Escaped	Died	Total
January	9	0		8	0	0	0	0	0	0	**17**
February	11	0		11	0	1	3	0	0	0	**26**
March	9	0		7	0	0	0	0	0	0	**16**
April	8	0		9	0	3	1	0	0	0	**21**
May	7	0		20	0	0	0	0	0	0	**27**
June	2	0		20	0	1	0	0	0	0	**23**
July	3	0		9	0	1	1	0	0	0	**14**
August	3	0		21	0	2	0	0	0	0	**26**
September											
October											
November											
December											
Total	**52**	**0**	**0**	**105**	**0**	**8**	**5**	**0**	**0**	**0**	**170**