

Humane Society of Portage County

April 2014 Board Information Package

Next Board Meeting April 9, 2014

Location: Education Room, HSPC, 3200 Iber Lane, Plover

5:00 PM optional pre-meeting Humane Officer Investigations– Renae Sohlden

5:30 PM Board Meeting

This package contains the following information

- Board Agenda
- Minutes from March meeting
- Executive Director Report
- Operations Committee Report
 - Board Member Committee Assignments
- Finance Committee Report
 - Financial Statements (Final February Statements)
- Fundraising Committee Report
- Facilities Status Report
- Information Technology Status Report
- Volunteer time report
- DonorPerfect report
- Significant Contributions to HSPC
- Animal Control Report
- Animal Activity Report



Board of Directors Meeting Agenda

April 9, 2014 5:30 pm

5:30 p.m.	Call to Order of Board Meeting	L. Redfield
5:33 p.m.	Approval of Minutes – February 15, 2014	L. Redfield
5:36 p.m.	Board Seating and Resignations	L. Redfield
5:40 p.m.	Executive committee action items	L. Redfield
5:45 p.m.	Committee Reports	
	a. Operations Committee	
	i. Executive Director's Report	R. Blaha
	ii. Operations Issues	B. Jarman
	b. Finance Committee	B. Schenk
	c. Fundraising Committee	L. Kawleski
	d. Education Committee	J. Redfield
	f. Governance Committee	A. Barrett
	g. Nominating Committee	L. Redfield
6:25 p.m.	Old Business	L. Redfield
6:30 p.m.	New Business	L. Redfield
6:40 p.m.	Adjourn	L. Redfield



Humane Society of Portage County Board of Directors

Humane Society of Portage County Board of Directors Meeting Minutes March 12, 2014

1. Call to order – L. Redfield

Meeting was called to order at 5:43 pm

2. Roll Call – L. Redfield

Present: Jared Redfield, Bruce Schenk, Dennis Schenk, Brett Jarman, Linda Redfield, Sheila Kessler, Lynne Kawleski, Ken Higgins, Eugene Mancl, Ron Blaha, (Executive Director), Lisa Kuntz, Tom Kelble.

Absent: Laura McPartland, Lisa Higgins, Ann Barett

3. Approval of Minutes

Motion: To approve minutes from February 12, 2014 meeting (L.Kawleski/D.Schenk) motion carries.

4. Board Seating and Resignations: Discussion about board size and vacancies need for board member with HR experience.

5. Executive Committee Report

Ron discusses Lee Ayers HSPC jewelry. Gold pendant of HSPC logo is \$875.00 with 3 pt diamond.

Newsletters will have remittance envelop and appeal letter will follow.

Remaining per written report.

Discussion of newsletter distribution increasing to 6200 households and businesses.

6. Committee Reports

a. Operations Committee - employee manual is being developed. Discussions of employee benefit package.

b. Finance Committee – no meeting last month.

Motion : To allow a maximum of \$20,000 transfer between checking and money market account be authorized by the executive director or Office Manager with email approval by a member of the executive committee (B.Schenk/ E.Mancl) Motion carried

c. Fundraising Committee - L. Kawelski Per written report to board

Report about Top Dog Canine Mayor program and prepared flyers.

UW spring thaw charity chose HSPC to receive donation. The group asked to have some canine representative at event.

Golf Outing logo presented and discussion about plans for opportunities for sponsors

- d. Education Committee** – J. Redfield discussed current presentations at schools and local civic groups and volunteer speaker lists.
- e. Facilities Committee:** E. Mancl reports on HVAC system improvements, and additional repair projects including window, wall and electrical projects. Discussed having board members present at civic groups.
- e. Governance Committee** – L.Redfield – presented adopted modifications of By-Laws from last meeting
- f. Nominating Committee** – L. Redfield
no new applications

7. New Business

8. Old Business

9. Adjournment – 6:26 p.m. Next meeting of the Board will April, 9th 2014 at 5:30 p.m.

Submitted

Sheila Kessler
Secretary, HSPC



Office/Animal Care Manager Report (from Jaime Jones)

Animal Population as of 03/31/14: Cats: 40 / Dogs: 28 Rabbits: 0

- 3/20-3/21/2014 Attended “How to Communicate with Tact and Professionalism”
- Presented the Video on lint removal in our dryers and clips on how to medicate our pets at the staff meeting. Video clips were done by Khryse and Megan
- Animal Care Manual has been updated and now in the review process.
- Created “How to” with pictures on the following pieces of Shelter Track
 - Dog Licensing
 - How to enter calls
- Dog Licensing is going live on 4/1/2014 in Shelter Track.
- Currently working on development of a more efficient way to process Dog Licenses at the Shelter for 2014. Hopes are that it will also streamline the communication between the municipalities and the shelter.
- Maintained schedule and changes utilizing Volunteers & Community service
- Bi-Weekly Payroll, Accounts Payable, Accounts Receivable.
- Ongoing management of Animal Care Staff/Reception
- Ongoing upkeep of off site back ups
- Scheduling & Agenda Production for Monthly “All Employee” meeting

Medical Staff Progress Report (from Khryse Flugaur)

- March spay/neuter/dental/other surgery numbers include: Canine: 12 Feline: 21 Rabbit: 0
- From Ron: Five months ago it was reported that Khryse established a grant program with Zoetis to save money when we purchase vaccines. Since October 1, 2013 this program has saved HSPC \$2,266 thanks to Khryse's initiative.
- Canine anesthesia sheet for premedication and induction has been updated. A sheet for Rimadyl injectable has also been created.
- Feline Daily Monitoring sheets have been created and their implementation was discussed at the staff meeting. We will begin using them for stray cats with the behavioral component and eventually move to all feline housing areas (without the behavioral log).
- Medical protocols have been updated.
- Unfortunately the medical team has been tasked with caring for a significant abuse case. We have been working diligently with the humane officers to provide the necessary care and documentation regarding this case.
- Our inhalant anesthesia machine has undergone its yearly inspection/service and no issues were detected.
- I have been working with UC Davis Virtual Consultant and the assessments regarding practices at HSPC can be found in attachment 1.

Humane Officers Progress Report (from Emily Carlson)

- 03/12-13/14 Lance attended the Euthanasia By Injection class at the Fox Valley Humane Society
- Our Abatement Order Protocol has "finally been finalized."
- Renae has continued to work on an abuse case involving a pitbull puppy and an on-going investigation of a puppy mill. She has been receiving guidance from Portage County Corporate Council, Blair Ward. Sheila has also been providing sound advice on how we need to react to legal aspects of animal cases.
- Renae has "reconstructed" an inventory list for both HSPC vans to solidify what we use, need, and have to help ensure we are controlling our inventory.
- The vans will also have an inspection checklist that will be performed on a consistent basis.
- With previous issues of incorrect municipalities for our reports, we are anxiously waiting for Shelter Track! This program will help the Humane Officers tremendously!
- Our live trap protocol will be revised for many different reasons. One of the reasons is to ensure the safety of our officers when dealing with feral cats alone during the late night hours.

Adoption Coordinator Progress Report (from Amanda Tucker)

- From Jaime: Amanda did it! She was able to create a column in the database specifically for heartworm test date (we had previously been using the Felv/Fiv date column which looked unprofessional).
- The first Foster Caregiver Orientation was held on March 19th. Another orientation is scheduled for Saturday, April 12th at 11 a.m. The foster manual is complete along with several new forms that were created to help make the foster program run smoothly.
- Meet Your Match program will be started within the next couple of weeks for our adoptable cats. Meet Your Match is a program that helps adopters select a pet that will fit their life style. Amanda has asked that Jaime Dunn and Carole Jeske get the materials and start evaluating our adoptable cats. Once we understand how the program works we will train our lead volunteers to do the feline evaluations since they spend the most amount of time with the cats. The hope with this program is to help narrow down an adopters choices so they are not overwhelmed by the number of cats to pick from. At this time we are only focusing on the felines. There's a possibility of expanding to canines in the future.
- An Adoption FAQ sheet has been put together by Amanda. This is a one page reference sheet that answers commonly asked questions about the adoption process. This sheet will be available to customers at the shelter and in the future online.
- A Surrender FAQ sheet is being developed similar to the adoption sheet. When people surrender an animal to the shelter it is sometimes a very hard thing for people to do. Hopefully with a FAQ sheet it will answer questions and give them peace of mind after they have surrendered an animal to the shelter.
- Small signs around the shelter have been slowly being replaced by colorful cartoon pictures to capture the attention of not just our volunteers and adopters, but our staff as well. Too many black and white signs get to be white noise and things are easily overlooked. To the public eye many of our "I'm being adopted signs", "I have an application", "I had a dental", "I'm scheduled for a dental" and "I've had a dental" along with several other signs have been made to be cute and colorful to communicate to people. On the staff side many of our dogs and cats need to be on special food for various reasons. Instead of just hanging plain signs up that easily get over looked, we have replaced those signs with colorful cartoon signs that are applicable to what the animal needs to be fed. For example: the cats that need to be on weight food get a picture of Garfield standing on a scale saying, "FEED WD FOOD".
- In the month of March 22 cats were adopted and 13 dogs. A total of 15 cats were transferred to other shelters and one dog was transferred during the month of March.

Executive Director (from Ron Blaha)Fundraising/Events/Donations

- Working on providing a map location for outside event signs that will be a working document for all of our events so we know where volunteers will help to place the signs. Also, a spreadsheet has been developed to identify businesses that historically provide donations for our events so we can concentrate on these businesses to obtain donations.
- Working on providing a summary report system for each of our events that can be used for reference by event chairpersons to give them a starting point that should answer most of the who, what, where, when, how, and why questions.
- April: Team Shierl will be holding their “Buy a Bone” campaign at all of their stores to benefit local humane societies. New this year is the addition of \$5 and \$10 bone donations to add to the previous \$1 campaigns. Note: Kathy Ostrowski has a 21 year work anniversary at Shierl this year.
- The UWSP Sports Medicine Club is holding their Spring Thaw 5K Fun Run/Walk on Sunday May 4th and will benefit our HSPC.
- Chili’s is holding a “Give Back” program for our HSPC from March 15th through June 15th. 15% of their customers’ pre-tax purchase will be donated to our shelter.
- Canine Mayoral campaign gets started in April and continues through June. The press release states:

FOR IMMEDIATE RELEASE: STEVENS POINT (March 6, 2014)

The Humane Society of Portage County is announcing a new fundraiser – Top Dog: 2014 Stevens Point Canine Mayor.

Beginning April 1, individuals can nominate, with a \$25 donation, their furry friends to be named Stevens Point’s first-ever canine mayor. Nomination forms will be available at www.hspcwi.org. Nominations will be taken through April 30.

During the month of May, local “canine-dates” will take to the campaign trail to get to know their constituents and promote their platforms. The community will be able to show their support by voting for their favorite “canine-date” during the month of June. Each vote is \$1 and is a donation to the Humane Society. The winner will be announced during the first week of July. The inaugural mayoral canine will appear in the Stevens Point 4th of July parade, have a photo op with Mayor Andrew Halverson and receive other Top Dog accolades.

NOMINATE YOUR TOP DOG



You know your dog is a TOP DOG – and now everyone else can know it too!
Beginning April 1, you can nominate your canine friend to be the Top Dog: 2014 Stevens Point Canine Mayor. The nomination form will be available on the Humane Society of Portage County's website. Votes will be collected for each "canine-date" and the Top Dog will serve a term as the first-ever Canine Mayor of Stevens Point.
All proceeds go to the Humane Society of Portage County.

Activities

- The Stevens Point Journal has contacted us to ask if we would be interested in doing a monthly column for their community page about our activities at our Humane Society. The Humane Society column is scheduled to run the third Wednesday of each month. The maximum word count for the column is 500 words. We have accepted their invitation.
- National Volunteer Week is April 6 – 12, 2014. The United Way Volunteer Center works with the Stevens Point Journal and non-profit organizations to provide recognition for our volunteers. The 2014 National Volunteer Week Insert will be **published with the Stevens Point Journal on Saturday, April 5, 2014**. It will be distributed to all subscribers of the Stevens Point Journal, available online and at various organizations/businesses. The information sent for the Stevens Point Journal insert is as follows:

Organization Information

Name of Organization: Humane Society of Portage County
Mailing Address: 3200 Iber Lane / Plover, WI 54467
Staff Contact Name: Ron Blaha
Phone: 715-344-6012
Email: executive.director@hspcwi.org

**Volunteer Impact by the numbers**

Number of volunteers in 2013: 300

Number of volunteer service hours in 2013: 13,641

Volunteer Recognition Statement

Snowflakes melt alone - but together they can be traffic stoppers! This anonymous quote explains so much about volunteers. Our volunteers are very passionate about the animals they serve. They include dog walkers, cat socializers, laundry helpers, educational presenters, office assistants, foster caregivers, drivers, event helpers, coin can agents, animal caregivers, housekeepers, adoption counselors, committee and board members.

Volunteers don't have time to spare, they have heart to spare! How true! Our volunteers give an average of 1,200 hours per month to help care for the animals we serve! Thank you HSPC volunteers – you are very precious and special people!

Activities (con't)

- Working on updating the Employee Manual.
- An ad for a HSPC veterinarian has been submitted with the UW Career Services, Wisconsin Veterinary Medical Association, and the Association of Shelter Veterinarians.
- HSPC newsletter has been completed and mailed out. Our distribution list has been increased to over 6,000 supporters of our humane society which has been listed from our past mailing list, donors listed in our Donor Perfect file, drop off donations

Education

Presentations during March were given to the following groups:

- 03/03/14: Almond Elementary
- 03/04/14: Almond Elementary
- 03/05/14: McDill 2nd Graders
- 03/10/14: Pack 296
- 03/11/14: McDill Business World Math Club

Building/Grounds/Equipment

- A new window has been placed in our '07 Van which had a crack and was beginning to extend in the pane.
- Minor repairs done on the '07 van: latch on door and headlight replaced.
- Eugene Mancl has done or arranged the following improvements to our building:
 - Three window sills in our cat play rooms have new stainless steel caps that have replaced the warped laminated particle board.
 - Several doors now have stainless steel kick plates.
 - 6 cat cages in the stray room have portals added to help move behavioral cats during cleaning without having to handle them.
 - The dry wall in the cat circle room has been fixed and Eugene has secured a painter who is donating his time to paint the refurbished walls.

Safety

- The 6 cat cages in the stray room which now have portals provide a safe way to move behavioral cats without having to touch them. From a safety report that we provided to our insurance company, we found that most of our injury claims occurred in the stray cat room.

Meetings

- | | |
|---|---|
| • <u>03/01/14</u> : Fundraising Committee | • <u>03/26/14</u> : Finance Committee |
| • <u>03/07/14</u> : Education Committee | • <u>03/27/14</u> : Operations Committee |
| • <u>03/12/14</u> : HSPC Board Meeting | • <u>03/29/14</u> : Fundraising Committee |

Performing Health Exams**ATTACHMENT 1**

Performing careful, systematic health exams on shelter animals is important to ensure that needed care is provided for each individual; to protect the population by quickly recognizing and responding to possible infectious disease problems; and to provide owners, adopters and rescuers with complete information. Staff training, careful documentation, and clear communication of findings maximizes the benefits. **Good Practice: 13 Risk Alert: 0**

Practices Identified as Unacceptable by the Association of Shelter Veterinarians' Guidelines for Standards of Care in Animal Shelters

This module provides an opportunity to evaluate and receive a simple report based only those activities identified as unacceptable practices by the Association of Shelter Veterinarians' Guidelines for Standards of Care in Animal Shelters. We recommend you also investigate our other modules for a more in depth evaluation. **Good Practice: 20 Risk Alert: 1**

Is housing used that requires some cats to be removed using nets or tongs for daily cleaning and care? - Yes

Housing that requires dogs to be removed by use of a control pole or cats to be removed using nets or tongs for daily cleaning and care is unacceptable; alternative housing (e.g., double-sided cages or feral cat boxes) must be provided for those animals.

The cages of animals known to be aggressive or potentially dangerous must be clearly marked to advise caution. These animals should be housed such that staff members can safely provide care without removing the animal from the primary enclosure (e.g., doublesided guillotine-separated runs, feral cat boxes).

***We just had portals welded in between a bank of cages in stray cat that will help to decrease the handling of feral cats. We have also ordered a feral cat box.**

Feline Enrichment and Behavior

Enrichment reduces stress and enhances feline well-being. Providing physical exercise and mental stimulation, encouraging natural behaviors including play, and allowing animals more control over their environment helps cats stay healthier, mentally and physically. Behavioral support is crucial to shelter cats. **Good Practice: 12 Risk Alert: 2**

How many compartments does each cat housing unit have in the shelter? – One.
Here's why One is a risk alert:

Compartmentalized housing for cats is so important in terms of reducing stress, providing enrichment and limiting infectious disease spread.

Providing a cat with an area to urinate/defecate away from where they eat, sleep and spend most of their time is critical for optimizing welfare and reducing stress. Touch free cleaning (not having to interact with the cat during cleaning) is the best way to limit disease spread within a population.

Sufficient space makes it possible to provide:

- hiding boxes, space to stretch and play
- offer varied surfaces
- adequate separation between food and litter

In addition, enclosures are easier to clean which may be associated with less disease and even cost less in the long run.

Group housing can provide more space and enrichment for cats that enjoy the company of other cats. But it is important to remember that the recommended space per cat is greater in group settings (18 sq. ft. / cat in group housing areas) and that group rooms should be limited to 5-6 cats total.

***We just had portals welded in between a bank of cages in stray cat that will help to decrease the handling of feral cats. Thanks to generous donations, we have also secured Kuranda beds to help enable a hiding place and an area away from where they urinate/defecate.**

How is a cat's behavior and mental well-being monitored during their shelter stay? When staff/volunteers notice something wrong, it's brought to the staff's attention. Here's why that is a risk alert:

By performing daily observations, a shelter will be able to accurately identify behaviors or changes in behavior that are caused by stress and promptly modify the cat's enrichment plan, thereby improving his or her welfare.

Staff should observe a cat's appetite, water intake, play, interest in people, grooming, urination/defecation, activity level, and performance of repetitive behaviors.

***I just developed a Feline Daily Monitoring Sheet. This should help bring us into compliance.**

Feline Vaccine

There is an art to shelter vaccine use in each species: the right kind of vaccine, stored and handled the right way, given at the right time, to the right animals, makes all the difference between an effective program and one that provides little benefit. A successful vaccine program can virtually eliminate some severe diseases while reducing the frequency and severity of others.

Good Practice: 7 Risk Alert: 1

Canine Vaccine

There is an art to shelter vaccine use in each species: the right kind of vaccine, stored and handled the right way, given at the right time, to the right animals, makes all the difference between an effective program and one that provides little benefit. A successful vaccine program can virtually eliminate some severe diseases while reducing the frequency and severity of others.

Good Practice: 7 Risk Alert: 1

Vaccine Handling

The way vaccines are handled can be just as important to animal health as how the vaccines are administered. Good Practice: 5 Risk Alert: 0

Monitoring and Response

Monitoring helps identify needs or problems early, as they begin to develop, so interventions can happen while things are still manageable. Using careful systems to watch for potential problems protects animal health and behavioral well-being. Good Practice: 15 Risk Alert: 2



Operations Committee Report – March 27th 2014

Present: Brett Jarman (Chair), Shelia Kessler, Dennis Schenk, Bruce Schenk, Ron Blaha, Lyne Kawleski

Absent:

Meeting Topics included:

- Reviewed inventory of shelter animals.
- Reviewed status of Veterinarian staffing.
- Ron was dismissed from the meeting and we discussed his performance ..

Board Members

Committees

Last Name	First Name	Title	Committees							total
			Executive	Operations	Fund Raising	Finance	Volunteer / HR	Facilities	Education	
Redfield	Linda	President	X			X			X	3
Jarman	Brett	Vice President	X	C	X		X	X		5
Kessler	Sheila	Secretary	X	X					X	3
Schenk	Bruce	Treasurer	X	X		C		X		4
Barrett	Ann	Director			C					1
Higgins	Kelly	Director			X					1
Higgins	Ken	Director			X			X		2
Kawleski	Lyne	Director		X	C		C			3
Kelble	Tom	Director			X				X	2
Kunst	Lisa	Director			X		X			2
Mancl	Eugene	Director						X		1
McPartland	Laura	Director			X					1
Redfield	Jared	Director			X				C	2
Schenk	Dennis	Director		X		X				2
14 board members	Total		4	5	9	3	3	4	4	

Committee	Meets
Operations	Last Thursday of month
Finance	Last Wednesday of the month
Fund Raising	Various Saturday Mornings & before board meeting
Volunteer / HR	Prosals to become adhoc committee
Facilities	Eugene, Ron & Brett meet as required
Education	Various lunch meetings



Finance Committee Report – March 26th 2014

Attendees: Bruce Schenk, Dennis Schenk (via phone), Ron Blaha, Jaime Jones, Linda Redfield

Reviewed February **Unaudited** Financials-

1. Potential coding errors
 - a. There was \$731.00 in **Spay/Neuter Licenses**
 - i. This was for our DEA-Controlled Substances License, this renewed every three years which is why we did not see it last year
 - ii. Reclassed to Licenses and Application Fees under Administration Expenses per the Finance Committee
 - b. **Building Expenses**
 - i. Ron's Refrigeration bill came in February for 2013 upgrade
 - ii. Tax return is not done so a Journal Entry to allocated it into 2013 was done
 - iii. The \$7500 gift towards the upgrade was re classed to 2013 and into Gifts and Donations.
 - c. **Workmen's Comp**
 - i. Question was raised why we had a payment of \$6931 in November for Workmen's comp and then \$2149 in February
 1. This is because we pay the premium at the beginning of the policy and after the Year-End Payroll Audit is done there is an Adjustment
 2. This happened as well in 2012-2013. Dec 2012 we paid \$5848 and then the adjustment of \$1199 in February of 2013.
2. Bruce suggested we don't have a finance committee meeting Jan-March unless something is in question. When we have 3 months we can start seeing trends, these are hard to see with just two months.
3. Tax Return will be worked on in April per Kent at Ligman & Wille so all financials that are being published and presented are **unaudited** and **without 2013 Year end Adjustments**.

HUMANE SOCIETY OF PORTAGE COUNTY INC

Balance Sheet

As of February 28, 2014

	<u>Feb 28, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1005 · Petty cash	100.00
1032 · Associated Bank checking	1,930.98
1034 · US Bank checking	9,967.25
1042 · Associated Bank money market	72,681.09
1043 · Pay Pal account	109.56
1047 · Stevens Point Post Office	383.82
Total Checking/Savings	85,172.70
Accounts Receivable	
11000 · Accounts Receivable	2,151.78
Total Accounts Receivable	2,151.78
Other Current Assets	
1045 · Capital Expenditure Fund	115,444.83
1046 · Schlieper Fund	195,197.66
1048 · Community Foundation Endowment	105,722.13
1210 · Prepaid insurance	6,846.40
Total Other Current Assets	423,211.02
Total Current Assets	510,535.50
Fixed Assets	
1500 · Land	109,061.00
1502 · Land improvements	114,058.70
1503 · A/D - land improvements	-80,434.78
1512 · Building	1,256,437.17
1514 · A/D - building	-190,550.49
1520 · Building improvements	20,319.80
1530 · Shelter equipment	141,974.51
1531 · A/D - shelter equipment	-112,051.77
1540 · Office equipment	32,185.89
1541 · A/D - office equipment	-16,247.97
1545 · Spay/neuter equipment	16,923.34
1546 · A/D - spay/neuter equipment	-15,122.47
1550 · Vehicles	28,965.59
1551 · A/D - vehicles	-25,349.07
Total Fixed Assets	1,280,169.45
TOTAL ASSETS	<u>1,790,704.95</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	

3:52 PM

04/07/14

Accrual Basis

HUMANE SOCIETY OF PORTAGE COUNTY INC
Balance Sheet
As of February 28, 2014

	<u>Feb 28, 14</u>
2011 · Associated Bank-Visa	1,261.75
2014 · Kwik Trip Card	214.50
Total Credit Cards	<u>1,476.25</u>
Other Current Liabilities	
2010 · Unearned contract income	20,665.05
2015 · Specific use Funds	150.00
2030 · Dog licenses payable	1,109.00
2040 · Wisconsin sales tax payable	135.33
2300 · Accrued wages	6,696.17
Total Other Current Liabilities	<u>28,755.55</u>
Total Current Liabilities	<u>30,231.80</u>
Total Liabilities	30,231.80
Equity	
3000 · Opening Balance Equity	-26.40
3040 · Retained earnings	1,802,748.16
32000 · Unrestricted Net Assets	-19,118.83
Net Income	-23,129.78
Total Equity	<u>1,760,473.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,790,704.95</u></u>

HUMANE SOCIETY OF PORTAGE COUNTY INC
Profit & Loss Budget Performance
February 2014

	<u>Feb 14</u>	<u>Feb 13</u>	<u>Budget</u>	<u>Jan - Feb 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense						
Income						
4000 · Dog adoption income	1,270.00	1,160.00	2,500.00	3,273.00	5,000.00	30,000.00
4010 · Cat adoption income	1,010.00	1,100.00	1,916.65	2,995.00	3,833.30	23,000.00
4030 · Surrender income	290.00	375.00	291.65	600.00	583.30	3,500.00
4040 · Dog redemption income	150.00	240.00	500.00	300.00	1,000.00	6,000.00
4050 · Cat redemption income	0.00	0.00	58.35	0.00	116.70	700.00
4080 · Quarantine income	125.00	125.00	100.00	292.00	200.00	1,200.00
4085 · Dog Training Income	0.00	0.00	216.65	750.00	433.30	2,600.00
4116 · Rabies fee income	0.00	0.00	125.00	25.00	250.00	1,500.00
4120 · Miscellaneous shelter income	0.00	0.00		81.00		
4130 · Boarding fee income	165.00	215.00	250.00	390.00	500.00	3,000.00
4135 · Vaccination fee income	25.00	15.00	125.00	25.00	250.00	1,500.00
4200 · City contract income	0.00	0.00	0.00	0.00	0.00	0.00
4210 · County contract income	20,665.08	20,271.69	20,660.00	41,330.16	41,320.00	247,900.00
4300 · MERCHANDISE SALES						
4310 · Merchandise Sales	47.39	0.00	133.35	76.61	266.70	1,600.00
Total 4300 · MERCHANDISE SALES	<u>47.39</u>	<u>0.00</u>	<u>133.35</u>	<u>76.61</u>	<u>266.70</u>	<u>1,600.00</u>
Total Income	23,747.47	23,501.69	26,876.65	50,137.77	53,753.30	322,500.00
Expense						
50000 · SHELTER EXPENSES						
5000 · Shelter payroll expense	24,468.25	21,860.94	27,500.00	49,741.14	55,000.00	330,000.00
5005 · Shelter payroll tax expense	1,871.82	1,672.36	2,000.00	3,805.20	4,000.00	24,000.00
5010 · Shelter unemployment expense	533.38	1,042.77	1,000.00	1,084.35	2,000.00	12,000.00
5012 · Medical Reimbursement	0.00	0.00		0.00		3,000.00
5015 · Shelter supply expense	1,707.30	1,045.45	1,708.35	3,057.26	3,416.70	20,500.00
5020 · Shelter equipment expense	0.00	363.00	100.00	0.00	200.00	1,200.00
5021 · Animal control equipment	0.00	0.00	58.35	0.00	116.70	700.00
5025 · Shelter equip repair and mainte	0.00	0.00	250.00	0.00	500.00	3,000.00
5035 · Shelter vet expense	1,213.89	934.47	1,250.00	1,380.89	2,500.00	15,000.00

HUMANE SOCIETY OF PORTAGE COUNTY INC
Profit & Loss Budget Performance
February 2014

	Feb 14	Feb 13	Budget	Jan - Feb 14	YTD Budget	Annual Budget
5037 · Medical supply expense	3,231.90	171.51	2,000.00	3,621.07	4,000.00	24,000.00
5050 · Shelter uniform expense	0.00	0.00	83.35	0.00	166.70	1,000.00
5051 · Office uniform expense	0.00	0.00	0.00	0.00	0.00	0.00
5052 · Humane Officer uniform expense	0.00	0.00	83.35	0.00	166.70	1,000.00
5055 · Shelter conference expense	0.00	0.00	0.00	0.00	0.00	0.00
5060 · Shelter conference travel	0.00	0.00	208.35	12.64	416.70	2,500.00
5065 · Shelter staff training	0.00	0.00	83.35	0.00	166.70	1,000.00
5067 · Shelter Humane Officer training	0.00	0.00	100.00	0.00	200.00	1,200.00
5096 · Rabies tag expense	0.00	83.53		70.41	100.00	100.00
5097 · Microchip expense	0.00	1,312.50	916.65	0.00	1,833.30	11,000.00
5099 · Miscellaneous shelter expense	0.00	81.90	166.65	151.00	333.30	2,000.00
Total 50000 · SHELTER EXPENSES	33,026.54	28,568.43	37,508.40	62,923.96	75,116.80	453,200.00
5018 · MERCHANDISE-COGS	0.00	0.00	250.00	0.00	500.00	3,000.00
52000 · SPAY/NEUTER EXPENSES						
5215 · Spay/neuter supplies	16.52	0.00	125.00	572.87	250.00	1,500.00
5235 · Spay/neuter vet expense	3,419.48	3,396.06	2,333.35	4,009.48	4,666.70	28,000.00
5237 · Spay/neuter medical supplies	0.00	87.00		0.00		
5270 · Spay/neuter licenses	731.00	0.00		731.00		
Total 52000 · SPAY/NEUTER EXPENSES	4,167.00	3,483.06	2,458.35	5,313.35	4,916.70	29,500.00
55000 · VEHICLE EXPENSES						
5510 · Vehicle maintenance & repair e	0.00	0.00	250.00	578.73	500.00	3,000.00
5520 · Vehicle insurance expense	387.20	212.46	391.70	774.40	783.40	4,700.00
5530 · Vehicle gas	301.20	894.28	583.35	603.80	1,166.70	7,000.00
5535 · Mileage reimbursement	228.80	605.54	83.35	398.48	166.70	1,000.00
5550 · Cellular phone expense	224.52	295.06	150.00	526.50	300.00	1,800.00
Total 55000 · VEHICLE EXPENSES	1,141.72	2,007.34	1,458.40	2,881.91	2,916.80	17,500.00
65000 · EDUCATION EXPENSES						
6530 · Education supply expense	0.00	0.00	16.65	0.00	33.30	200.00
6610 · Video expense	0.00	180.00	100.00	180.00	200.00	1,200.00

HUMANE SOCIETY OF PORTAGE COUNTY INC
Profit & Loss Budget Performance
February 2014

	Feb 14	Feb 13	Budget	Jan - Feb 14	YTD Budget	Annual Budget
Total 65000 · EDUCATION EXPENSES	0.00	180.00	116.65	180.00	233.30	1,400.00
70000 · ADMINISTRATIVE EXPENSES						
7000 · Office supply expense	0.00	45.83	291.65	0.00	583.30	3,500.00
7001 · Humane Officer supplies	0.00	0.00	12.50	0.00	25.00	150.00
7020 · Office equipment repair & maint	0.00	0.00	100.00	0.00	200.00	1,200.00
7030 · Advertising expense	0.00	0.00	8.35	0.00	16.70	100.00
7050 · Dues and membership expense	0.00	-50.00	41.70	110.00	83.40	500.00
7060 · Subscriptions expense	301.00	0.00	20.85	582.00	41.70	250.00
7070 · License and application fees	0.00	10.00	58.35	0.00	116.70	700.00
7080 · Accounting - in house	70.99	2,396.49	291.70	188.96	583.40	3,500.00
7110 · Postage expense	3.04	5.60	250.00	200.18	500.00	3,000.00
7120 · Telephone expense	192.76	189.59	250.00	386.63	500.00	3,000.00
7125 · Internet expense	55.00	114.39	58.35	150.95	116.70	700.00
7140 · Outside services	1,500.00	445.00	1,666.65	3,000.00	3,333.30	20,000.00
7150 · Bank charges	144.80	152.11	208.35	432.22	416.70	2,500.00
7160 · Insurance - workers compensatio	2,149.00	766.00	666.65	2,149.00	1,333.30	8,000.00
7165 · Insurance directors & officers	75.29	0.00	75.00	150.58	150.00	900.00
Total 70000 · ADMINISTRATIVE EXPENSES	4,491.88	4,075.01	4,000.10	7,350.52	8,000.20	48,000.00
75000 · HOUSING EXPENSES						
7500 · Building repair & maint expense	1,365.30	444.88	416.65	11,323.67	833.30	5,000.00
7505 · Security monitoring expense	332.88	323.04	50.00	332.88	100.00	600.00
7510 · Heat and electricity expense	2,800.20	2,675.76	2,166.65	5,705.87	4,333.30	26,000.00
7515 · Trash removal	216.05	212.00	208.35	432.10	416.70	2,500.00
7517 · Snowplowing	0.00	220.00	100.00	150.00	200.00	1,200.00
7520 · Water and sewer expense	0.00	0.00	583.35	1,693.60	1,166.70	7,000.00
7540 · Insurance property & casualty	75.29	280.92	83.35	150.58	166.70	1,000.00
Total 75000 · HOUSING EXPENSES	4,789.72	4,156.60	3,608.35	19,788.70	7,216.70	43,300.00
8000 · IN-KIND DONATIONS						
8010 · IN KIND DONATIONS	-5,160.68	0.00		-6,876.39		

HUMANE SOCIETY OF PORTAGE COUNTY INC
Profit & Loss Budget Performance
February 2014

	<u>Feb 14</u>	<u>Feb 13</u>	<u>Budget</u>	<u>Jan - Feb 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
8015 · In-Kind Shelter Supplies	5,160.68	0.00		6,812.39		
8060 · In Kind Donations-Office Supply	0.00	0.00		0.00		
8065 · In Kind Donations-Office R & M	0.00	0.00		64.00		
Total 8000 · IN-KIND DONATIONS	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>		
 Total Expense	 <u>47,616.86</u>	 <u>42,470.44</u>	 <u>49,400.25</u>	 <u>98,438.44</u>	 <u>98,900.50</u>	 <u>595,900.00</u>
 Net Ordinary Income	 -23,869.39	 -18,968.75	 -22,523.60	 -48,300.67	 -45,147.20	 -273,400.00
 Other Income/Expense						
Other Income						
85000 · FUNDRAISING INCOME						
8500 · Membership income	140.00	0.00		140.00		
8520 · Gifts and donations income	1,978.67	2,494.29	5,416.65	10,027.78	10,833.30	65,000.00
8530 · Honorarium income	250.00	0.00	166.65	500.00	333.30	2,000.00
8900 · Interest income	14.04	0.24	416.65	30.73	833.30	5,000.00
8901 · Dividend income	0.00	0.00	416.65	0.00	833.30	5,000.00
9000 · Neuter sponsor income	50.00	310.00	291.65	150.00	583.30	3,500.00
9001 · Memorial income	60.00	0.00	1,000.00	1,720.00	2,000.00	12,000.00
9002 · Can donation income	528.91	391.64	541.65	902.73	1,083.30	6,500.00
9003 · Paws income	0.00	0.00		0.00		2,000.00
9004 · Spay/Neuter clinic income	0.00	65.00				
9005 · Kevin Ford golf outing income	0.00	0.00		0.00		14,000.00
9006 · Microchip clinic income	0.00	0.00		0.00		500.00
9013 · Fur ball income	0.00	50.00		0.00		25,000.00
9023 · Walk for Wags income	0.00	0.00		0.00		12,000.00
9032 · Aluminum can recycling income	382.40	425.50	375.00	585.20	750.00	4,500.00
9300 · In-house fundraising income	0.00	0.00	83.35	0.00	166.70	1,000.00
9400 · Miscellaneous fund raising inco	0.00	0.00	500.00	100.00	1,000.00	6,000.00
9410 · Appeal income	180.00	320.00		2,930.00	10,000.00	80,000.00
9450 · Miscellaneous other income	0.00	504.70	133.35	27.03	266.70	1,600.00
Total 85000 · FUNDRAISING INCOME	<u>3,584.02</u>	<u>4,561.37</u>	<u>9,341.60</u>	<u>17,113.47</u>	<u>28,683.20</u>	<u>245,600.00</u>

HUMANE SOCIETY OF PORTAGE COUNTY INC
Profit & Loss Budget Performance
February 2014

	<u>Feb 14</u>	<u>Feb 13</u>	<u>Budget</u>	<u>Jan - Feb 14</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
9499 · Sales tax discount	10.00	10.00	10.00	20.00	20.00	120.00
Total Other Income	<u>3,594.02</u>	<u>4,571.37</u>	<u>9,351.60</u>	<u>17,133.47</u>	<u>28,703.20</u>	<u>245,720.00</u>
Other Expense						
8909 · Investment fees expense	0.00	0.00		0.00		5,000.00
9500 · FUNDRAISING EXPENSES						
9503 · Paws campaign expense	0.00	0.00		0.00		100.00
9513 · Fur ball expense	0.00	0.00		0.00		2,000.00
9523 · Walk for the Wags expense	0.00	0.00		0.00		3,800.00
9535 · Kevin Ford golf outing expense	0.00	0.00		0.00		4,500.00
9900 · Miscellaneous fund raising expe	96.95	25.00	100.00	96.95	200.00	1,200.00
9910 · Appeal expense	0.00	0.00		0.00		20,000.00
Total 9500 · FUNDRAISING EXPENSES	<u>96.95</u>	<u>25.00</u>	<u>100.00</u>	<u>96.95</u>	<u>200.00</u>	<u>31,600.00</u>
9970 · Bad debt expense	59.30	0.00		59.30		
9990 · NSF checks	0.00	0.00	25.00	0.00	50.00	300.00
Total Other Expense	<u>156.25</u>	<u>25.00</u>	<u>125.00</u>	<u>156.25</u>	<u>250.00</u>	<u>36,900.00</u>
Net Other Income	<u>3,437.77</u>	<u>4,546.37</u>	<u>9,226.60</u>	<u>16,977.22</u>	<u>28,453.20</u>	<u>208,820.00</u>
Net Income	<u><u>-20,431.62</u></u>	<u><u>-14,422.38</u></u>	<u><u>-13,297.00</u></u>	<u><u>-31,323.45</u></u>	<u><u>-16,694.00</u></u>	<u><u>-64,580.00</u></u>



Fundraising Committee Report – March 28th 2014

Present-Lisa, Eugene, Ann, Brett, Jenny, Lyne, Carole, Dolores, Garrett, Ron

Ron shared an excel list of businesses and donors, the list will help to capture information for all events.

Annual donation letter/packet task force-Ann, Garrett, Lisa and Dolores

Caninedate Mayoral Race- distribution of posters, discussion about selling ads for booklet.

Spring Thaw – Sunday May 4th. Starts at noon. Portion of proceeds to benefit HSPC. Carole will recruit volunteers to work info table.

W4W- Garrett created logo/brochure. Discussion around mailing list. Carole and Jenny checking on DJ. Looking for additional activities for walk.

Buy A Bone- Team Scheirl selling again this year. The donation amounts were increased, \$1 \$5 \$10.

HSPC open- Save the date and registration forms are done. Carole will recruit volunteers. Eugene is contacting Muckamoore Kennels for hole in one sponsor. Dixon golf will donate 30% of money collected for hole contest.

Fur Ball no updates

Fill the Van- April 5th, May 3rd

Carole, Jenny and Garrett suggested using “Google docs” to house all documents pertaining to fundraising. Gmail account needed to access.

Garrett will create a “placemat” that we can ask restaurants to use.

We will be creating packets that can be distributed with info for all events.

Create save the date with all event dates. Beginning each year distribute to kennels when they are inspected. Have at front desk for distribution.

Shop Amazon 3% comes back to HSPC

Garrett and Carole get dates of all events on website and social media.

Brett is setting up a dedicated email account for fundraising. Email address will be on all fundraising correspondence. Carole Jeske will monitor with a backup. When a request is received Carole will forward to the appropriate committee member.



**Humane Society of Portage County
Facilities Status Report – April 4, 2014
By Eugene Mancl**

The window shelves in the cat viewing rooms have been installed at no cost to the shelter

Before



After



We are half completed with the door repair panel project...No cost to the shelter

Before



After



The inner circle room is painted and looks great. John Marceau completed this at no cost to us. He and his family returned later with some food for our friends



The outer area of the Circle room will be completed next Saturday By John and his wife .
Toms Paint and decorating In Wisconsin Rapids has again donated the paint and supplies for our project

The Cat cage transfer project is complete and looks fantastic. We will be adjusting the door to allow it to close tighter. This project cost the shelter \$1000.00 by Fabworks. Casey Hollar donated ½ his labor on this project.



We're hoping the weather improves and we are able to get going on some of our outdoor projects.



Humane Society of Portage County

IT Status Report – April 6, 2014

Active Projects:

- Shelter Track Software .
 - Self service posting of lost and found animals is being configured for use in our web site by Garret Ryan.
 - Humane Officers are beginning training for call tracking
 - Investigating controlled substances tracking
 - Investigation trap rentals
- Volunteer Newsletter
 - Carole Jeske and Jenny Knutson are working on the development of a volunteer newsletter that has a different format. I am excited about some of the changes and its ability to communicate with our volunteers.

Completed in March 2014

- Garrett Ryan's work can be seen on our web site.
 - New versions of our event pages have been created
 - Canine mayoral contest registration process has been activated
 - Golf registration form has been developed
 - Many other smaller changes have been made to keep the site current
- Shelter Track Software
 - Dog License issuing – All of the 2014 dog licenses are now in the shelter track system.
 - All new dog licenses are being issued through Shelter track
 - Dog license reports have been created
- Donor Perfect Software
 - Software has been updated to track gifts generated by the newsletter envelopes
- Volgistics
 - System has been updated to support tracking kitten fosters



Volunteer Statistics

More than 50 inactive volunteers were removed from the system in March. Inactive volunteers were volunteers that had completed the orientation program and then returned to perform volunteer service, applicants that had not completed the orientation class within 90 days of applying and volunteers with 0 hours of service that had not volunteered for more than 60 days since attending orientation class..

On April 7 2014 there were

399 volunteers in the system

88 are in applicant status

311 active and trained

118 adults performed some service to HSPC in March – 951 hours

24 youth performed some service to HSPC in March – 79 hours



Monthly Service By Assignment

January 2014 to March 2014

Assignment	Jan 2014 Hours	Jan 2014 Volunteer Count	Feb 2014 Hours	Feb 2014 Volunteer Count	Mar 2014 Hours	Mar 2014 Volunteer Count	Total Hours	Total Volunteer Count
A Dorsey	261:18	24	230:02	14	245:04	16	736:24	34
Administrative Assistant	24:33	2	27:50	2	17:38	2	70:01	2
Adoptions Counselor	0:00	0	0:00	0	0:00	0	0:00	0
Building Maintenance	0:00	0	0:00	0	2:32	1	2:32	1
Business Group Presenter	0:00	0	0:00	0	0:00	0	0:00	0
Cat Cage Crew	0:00	0	0:00	0	6:11	1	6:11	1
Cat Socialization	158:45	41	169:56	42	219:19	58	548:00	94
Coin Can Agent	0:00	0	0:00	0	0:00	0	0:00	0
Community Service	46:18	5	49:10	5	37:06	1	132:34	8
Dog - Front Desk	0:00	0	0:00	0	0:00	0	0:00	0
Dog - Kennels	0:00	0	0:00	0	0:00	0	0:00	0
Dog - Walk	0:00	0	0:00	0	2:41	2	2:41	2
Dog Kennel Crew	0:00	0	0:00	0	1:45	1	1:45	1
Dog Walker (Red Badge required for Red Dogs)	296:23	58	257:05	56	313:30	69	866:58	108
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 - Jay-Mar	0:00	0	0:00	0	0:00	0	0:00	0

Assignment	Jan 2014 Hours	Jan 2014 Volunteer Count	Feb 2014 Hours	Feb 2014 Volunteer Count	Mar 2014 Hours	Mar 2014 Volunteer Count	Total Hours	Total Volunteer Count
Fill The Van - Petco	0:00	0	0:00	0	0:00	0	0:00	0
Fill The Van - Trigs	0:00	0	0:00	0	0:00	0	0:00	0
Fur Ball at the Holiday 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
Housekeeping	0:28	1	0:56	1	1:20	1	2:44	1
IT Technician	215:01	1	179:44	1	132:37	1	527:22	1
Kitten Foster Care Giver	0:00	0	0:00	0	0:00	0	0:00	0
Medical Assistant	0:00	0	0:00	0	0:00	0	0:00	0
Photographer	1:00	1	2:17	1	9:35	1	12:52	1
Reception / Greeter	0:00	0	0:00	0	0:00	0	0:00	0
Videographer	0:00	0	2:09	1	1:32	1	3:41	1
Youth Assistant	58:20	18	32:45	11	79:28	24	170:33	39
Grand total	1,062:06	126	951:54	114	1,070:18	143	3,084:18	227



Monthly Service By Type

January 2014 to March 2014

Type	Jan 2014 Hours	Jan 2014 Volunteer Count	Feb 2014 Hours	Feb 2014 Volunteer Count	Mar 2014 Hours	Mar 2014 Volunteer Count	Total Hours	Total Volunteer Count
Adult	1,003:46	108	919:09	103	990:49	118	2,913:44	187
Minor	58:20	18	32:45	11	79:28	24	170:33	39
(None)	0:00	0	0:00	0	0:01	1	0:01	1
Grand total	1,062:06	126	951:54	114	1,070:18	143	3,084:18	227



DonorPerfect Statistics

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

- 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 Fur Ball contributions have been loaded (cash and non-cash gifts)
- All Volunteers have been added to DonorPerfect (current as of Mid November)
- Any person that purchased a Fur Ball raffle ticket, Fur Ball silent auction item or a sticker set for basket raffles have been 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
- Donor Perfect has been the system of record for all donations since August 2013.

There are 6,429 constituent records in our Donor Perfect database. An increase of 43 in February and March

The following repots from DonorPerfect will provide additional details.

Calendar Year Income Analysis with Gift Splits By GL_CODE for period ending 4/7/2014

Code	Description	Splits	April Gifts	April Amount	NUMBER OF GIFTS			AMOUNT			AVERAGE GIFT		
					YTD	Last Year	%Change	YTD	Last Year	%Change	YTD	Last Year	%Change
8060	Angel Gift Office Supplies												
		\$50.00-99.99	0	\$0.00	1	0	--.-%	\$64.00	\$0.00	--.-%	\$64.00	\$0.00	100.00%
		Total:	0	\$0.00	1	0	--.-%	\$64.00	\$0.00	--.-%	\$64.00	\$0.00	100.00%
8015	Angel Gift Supplies												
		\$50.00-99.99	0	\$0.00	17	0	--.-%	\$1,107.50	\$0.00	--.-%	\$65.15	\$0.00	100.00%
		\$100.00-199.99	0	\$0.00	9	0	--.-%	\$1,156.81	\$0.00	--.-%	\$128.53	\$0.00	100.00%
		\$200.00-499.99	0	\$0.00	1	0	--.-%	\$250.00	\$0.00	--.-%	\$250.00	\$0.00	100.00%
		\$500.00-999.99	0	\$0.00	1	0	--.-%	\$583.71	\$0.00	--.-%	\$583.71	\$0.00	100.00%
		Total:	0	\$0.00	28	0	--.-%	\$3,098.02	\$0.00	--.-%	\$110.64	\$0.00	100.00%
9410	Appeal Income												
		\$1.00-9.99	0	\$0.00	4	0	--.-%	\$24.00	\$0.00	--.-%	\$6.00	\$0.00	100.00%
		\$10.00-24.99	1	\$20.00	8	0	--.-%	\$130.00	\$0.00	--.-%	\$16.25	\$0.00	100.00%
		\$25.00-49.99	0	\$0.00	16	46	-65.22%	\$425.00	\$1,229.41	-65.43%	\$26.56	\$26.73	-0.61%
		\$50.00-99.99	1	\$50.00	13	41	-68.29%	\$650.00	\$2,090.00	-68.90%	\$50.00	\$50.98	-1.91%
		\$100.00-199.99	0	\$0.00	3	27	-88.89%	\$300.00	\$2,800.00	-89.29%	\$100.00	\$103.70	-3.57%
		\$200.00-499.99	1	\$250.00	1	3	-66.67%	\$250.00	\$805.00	-68.94%	\$250.00	\$268.33	-6.83%
		\$1,000.00-9999.99	0	\$0.00	0	1	-100.00%	\$0.00	\$1,500.00	-100.00%	\$0.00	\$1,500.00	0%
		Total:	3	\$320.00	45	118	-61.86%	\$1,779.00	\$8,424.41	-78.88%	\$39.53	\$71.39	-44.63%
9412	Canine Mayor												
		\$25.00-49.99	1	\$25.00	1	0	--.-%	\$25.00	\$0.00	--.-%	\$25.00	\$0.00	100.00%
		\$200.00-499.99	1	\$420.00	1	0	--.-%	\$420.00	\$0.00	--.-%	\$420.00	\$0.00	100.00%
		Total:	2	\$445.00	2	0	--.-%	\$445.00	\$0.00	--.-%	\$222.50	\$0.00	100.00%
4085	Dog Training Income												
9013	Fur Ball Income												
8520	Gifts and Donations Income												
		\$10.00-24.99	1	\$13.50	11	43	-74.42%	\$178.50	\$735.50	-75.73%	\$16.23	\$17.10	-5.13%
		\$25.00-49.99	2	\$50.00	16	45	-64.44%	\$453.56	\$1,317.70	-65.58%	\$28.35	\$29.28	-3.19%
		\$50.00-99.99	4	\$200.00	14	28	-50.00%	\$775.25	\$1,542.50	-49.74%	\$55.38	\$55.09	0.52%
		\$100.00-199.99	0	\$0.00	11	34	-67.65%	\$1,201.01	\$3,652.87	-67.12%	\$109.18	\$107.44	1.62%
		\$200.00-499.99	0	\$0.00	13	6	116.67%	\$3,379.33	\$1,724.39	95.97%	\$259.95	\$287.40	-9.55%
		\$500.00-999.99	0	\$0.00	1	3	-66.67%	\$500.00	\$1,500.00	-66.67%	\$500.00	\$500.00	0.00%
		\$1,000.00-9999.99	0	\$0.00	3	0	--.-%	\$8,750.00	\$0.00	--.-%	\$2,916.67	\$0.00	100.00%
		Total:	7	\$263.50	69	159	-56.60%	\$15,237.65	\$10,472.96	45.50%	\$220.84	\$65.87	235.27%
9005	Golf Outing Income												
8530	Honorarium Income												
		\$50.00-99.99	1	\$50.00	1	0	--.-%	\$50.00	\$0.00	--.-%	\$50.00	\$0.00	100.00%
		\$200.00-499.99	0	\$0.00	1	0	--.-%	\$250.00	\$0.00	--.-%	\$250.00	\$0.00	100.00%
		Total:	1	\$50.00	2	0	--.-%	\$300.00	\$0.00	--.-%	\$150.00	\$0.00	100.00%
9001	Memorial Income												
		\$10.00-24.99	0	\$0.00	7	2	250.00%	\$125.00	\$40.00	212.50%	\$17.86	\$20.00	-10.71%
		\$25.00-49.99	0	\$0.00	11	2	450.00%	\$335.00	\$60.00	458.33%	\$30.45	\$30.00	1.52%
		\$50.00-99.99	1	\$51.00	6	4	50.00%	\$301.00	\$235.00	28.09%	\$50.17	\$58.75	-14.61%
		\$100.00-199.99	0	\$0.00	6	1	500.00%	\$650.00	\$100.00	550.00%	\$108.33	\$100.00	8.33%
		\$200.00-499.99	0	\$0.00	2	1	100.00%	\$450.00	\$250.00	80.00%	\$225.00	\$250.00	-10.00%
		\$500.00-999.99	0	\$0.00	0	2	-100.00%	\$0.00	\$1,220.00	-100.00%	\$0.00	\$610.00	0%
		\$1,000.00-9999.99	0	\$0.00	1	1	0.00%	\$1,000.00	\$1,000.00	0.00%	\$1,000.00	\$1,000.00	0.00%
		Total:	1	\$51.00	33	13	153.85%	\$2,861.00	\$2,905.00	-1.51%	\$86.70	\$223.46	-61.20%
9403	MISC - Commemorative Brick												
9404	Misc - Extra Gift from thank you												
		\$10.00-24.99	1	\$10.00	1	0	--.-%	\$10.00	\$0.00	--.-%	\$10.00	\$0.00	100.00%
		\$25.00-49.99	1	\$30.00	8	0	--.-%	\$250.00	\$0.00	--.-%	\$31.25	\$0.00	100.00%
		\$50.00-99.99	0	\$0.00	7	0	--.-%	\$350.00	\$0.00	--.-%	\$50.00	\$0.00	100.00%
		\$100.00-199.99	0	\$0.00	2	0	--.-%	\$200.00	\$0.00	--.-%	\$100.00	\$0.00	100.00%
		Total:	2	\$40.00	18	0	--.-%	\$810.00	\$0.00	--.-%	\$45.00	\$0.00	100.00%
9401	MISC - Fill the Van												
		\$10.00-24.99	0	\$0.00	0	2	-100.00%	\$0.00	\$22.00	-100.00%	\$0.00	\$11.00	0%
		\$25.00-49.99	0	\$0.00	0	1	-100.00%	\$0.00	\$25.00	-100.00%	\$0.00	\$25.00	0%

		\$100.00-199.99	0	<u>\$0.00</u>	0	2	-100.00%	<u>\$0.00</u>	<u>\$200.00</u>	-100.00%	\$0.00	\$100.00	0%
		Total:	0	<u>\$0.00</u>	0	5	-100.00%	<u>\$0.00</u>	<u>\$247.00</u>	-100.00%	\$0.00	\$49.40	0%
9402	MISC - Sentry Cares												
9400	Miscellaneous Income												
		\$100.00-199.99	0	<u>\$0.00</u>	1	4	-75.00%	<u>\$150.00</u>	<u>\$425.00</u>	-64.71%	\$150.00	\$106.25	41.18%
		\$200.00-499.99	0	<u>\$0.00</u>	0	1	-100.00%	<u>\$0.00</u>	<u>\$400.00</u>	-100.00%	\$0.00	\$400.00	0%
		Total:	0	<u>\$0.00</u>	1	5	-80.00%	<u>\$150.00</u>	<u>\$825.00</u>	-81.82%	\$150.00	\$165.00	-9.09%
9411	Newsletter Gift												
		\$10.00-24.99	5	<u>\$65.00</u>	5	0	--.-%	<u>\$65.00</u>	<u>\$0.00</u>	--.-%	\$13.00	\$0.00	100.00%
		\$25.00-49.99	10	<u>\$250.00</u>	10	0	--.-%	<u>\$250.00</u>	<u>\$0.00</u>	--.-%	\$25.00	\$0.00	100.00%
		\$50.00-99.99	3	<u>\$150.00</u>	3	0	--.-%	<u>\$150.00</u>	<u>\$0.00</u>	--.-%	\$50.00	\$0.00	100.00%
		\$100.00-199.99	3	<u>\$300.00</u>	3	0	--.-%	<u>\$300.00</u>	<u>\$0.00</u>	--.-%	\$100.00	\$0.00	100.00%
		Total:	21	<u>\$765.00</u>	21	0	--.-%	<u>\$765.00</u>	<u>\$0.00</u>	--.-%	\$36.43	\$0.00	100.00%
9003	PAWS Income												
9004	Spay & Neuter Income												
		\$25.00-49.99	0	<u>\$0.00</u>	1	4	-75.00%	<u>\$25.00</u>	<u>\$105.00</u>	-76.19%	\$25.00	\$26.25	-4.76%
		\$50.00-99.99	0	<u>\$0.00</u>	2	6	-66.67%	<u>\$125.00</u>	<u>\$350.00</u>	-64.29%	\$62.50	\$58.33	7.14%
		\$100.00-199.99	0	<u>\$0.00</u>	0	4	-100.00%	<u>\$0.00</u>	<u>\$450.00</u>	-100.00%	\$0.00	\$112.50	0%
		Total:	0	<u>\$0.00</u>	3	14	-78.57%	<u>\$150.00</u>	<u>\$905.00</u>	-83.43%	\$50.00	\$64.64	-22.65%
9020	Wags to Wishes												
9023	Walk for Wags												
		\$500.00-999.99	1	<u>\$500.00</u>	1	0	--.-%	<u>\$500.00</u>	<u>\$0.00</u>	--.-%	\$500.00	\$0.00	100.00%
		Total:	1	<u>\$500.00</u>	1	0	--.-%	<u>\$500.00</u>	<u>\$0.00</u>	--.-%	\$500.00	\$0.00	100.00%
		GRAND TOTAL:	38	\$2,434.50	224	314	-28.66%	\$26,159.67	\$23,779.37	10.01%	\$116.78	\$75.73	54.21%

Calendar — Multi-Year Trend Analysis
4/7/2014

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
2009	Gifts: 33 \$3,305.00 \$100.15	Gifts: 44 \$2,573.42 \$58.49	Gifts: 41 \$4,012.29 \$97.86	Gifts: 47 \$4,120.55 \$87.67	Gifts: 47 \$10,418.13 \$221.66	Gifts: 51 \$4,895.16 \$95.98	Gifts: 41 \$4,801.59 \$117.11	Gifts: 44 \$4,342.20 \$98.69	Gifts: 52 \$13,620.64 \$261.94	Gifts: 59 \$5,615.64 \$95.18	Gifts: 41 \$13,369.36 \$326.08	Gifts: 487 \$29,593.62 \$60.77	Gifts: 987 \$100,667.60 \$101.99
2010	Gifts: 111 \$16,790.77 \$151.27	Gifts: 81 \$6,906.10 \$85.26	Gifts: 52 \$3,595.36 \$69.14	Gifts: 37 \$4,086.13 \$110.44	Gifts: 41 \$3,546.20 \$86.49	Gifts: 52 \$21,216.05 \$408.00	Gifts: 47 \$3,597.40 \$76.54	Gifts: 69 \$6,831.80 \$99.01	Gifts: 107 \$18,977.40 \$177.36	Gifts: 52 \$4,288.77 \$82.48	Gifts: 126 \$8,987.26 \$71.33	Gifts: 378 \$24,733.74 \$65.43	Gifts: 1153 \$123,556.98 \$107.16
2011	Gifts: 95 \$17,292.84 \$182.03	Gifts: 63 \$5,276.25 \$83.75	Gifts: 45 \$11,517.62 \$255.95	Gifts: 51 \$14,401.69 \$282.39	Gifts: 52 \$4,057.00 \$78.02	Gifts: 43 \$7,893.05 \$183.56	Gifts: 44 \$3,883.57 \$88.26	Gifts: 71 \$6,898.86 \$97.17	Gifts: 51 \$13,668.14 \$268.00	Gifts: 64 \$7,528.19 \$117.63	Gifts: 243 \$15,703.20 \$64.62	Gifts: 355 \$24,142.56 \$68.01	Gifts: 1177 \$132,262.97 \$112.37
2012	Gifts: 72 \$7,136.74 \$99.12	Gifts: 44 \$3,302.80 \$75.06	Gifts: 39 \$2,432.30 \$62.37	Gifts: 46 \$12,273.64 \$266.82	Gifts: 34 \$4,582.25 \$134.77	Gifts: 108 \$14,502.75 \$134.28	Gifts: 62 \$4,951.61 \$79.86	Gifts: 62 \$9,341.35 \$150.67	Gifts: 52 \$15,169.00 \$291.71	Gifts: 84 \$14,584.48 \$173.62	Gifts: 49 \$3,719.67 \$75.91	Gifts: 355 \$31,180.99 \$87.83	Gifts: 1007 \$123,177.58 \$122.32
2013	Gifts: 185 \$13,863.91 \$74.94	Gifts: 49 \$2,855.04 \$58.27	Gifts: 62 \$5,200.92 \$83.89	Gifts: 64 \$8,312.40 \$129.88	Gifts: 58 \$12,833.50 \$221.27	Gifts: 180 \$12,393.37 \$68.85	Gifts: 86 \$17,597.78 \$204.63	Gifts: 54 \$12,741.90 \$235.96	Gifts: 283 \$33,889.20 \$119.75	Gifts: 137 \$10,396.59 \$75.89	Gifts: 291 \$13,745.29 \$47.23	Gifts: 429 \$56,130.73 \$130.84	Gifts: 1878 \$199,960.63 \$106.48
2014	Gifts: 89 \$10,148.48 \$114.03	Gifts: 56 \$5,394.56 \$96.33	Gifts: 43 \$8,182.13 \$190.28	Gifts: 39 \$2,434.50 \$62.42									Gifts: 227 \$26,159.67 \$115.24

Summary	
Total Donors	3,257
Total Gifts	6,429
Total Amount	\$705,785.43
Avg Amount	\$109.78

Gifts 100 or Greater March 2014

Date	Amount	Description
3/7/2014	\$ 100.00	Memorial Income
3/7/2014	\$ 250.00	Angel Gift Supplies
3/7/2014	\$ 5,000.00	Gifts and Donations Income
3/13/2014	\$ 100.00	Memorial Income
3/13/2014	\$ 300.00	Gifts and Donations Income
3/13/2014	\$ 250.00	Gifts and Donations Income
3/13/2014	\$ 100.00	Memorial Income
3/13/2014	\$ 200.00	Gifts and Donations Income
3/13/2014	\$ 150.00	Memorial Income
3/13/2014	\$ 100.00	Misc - Extra Gift from thank you
3/13/2014	\$ 100.00	Gifts and Donations Income
3/13/2014	\$ 250.00	Gifts and Donations Income
3/21/2014	\$ 200.00	Memorial Income
3/21/2014	\$ 130.00	Gifts and Donations Income
3/21/2014	\$ 100.00	Appeal Income
\$ 7,330.00		

Humane Society of Portage County Animal Control Report

03/01/2014-03/31/2014

Municipality	# Complaints	# Bites	# RAL	Barking Dog	Mistreat	Rescue	Stray (HO Pick Up)	Vicious Dog
Other								
Stevens Point	7	2	3	1			5	
T. Alban								
T. Almond	2							
T. Amherst	1						1	
T. Belmont								
T. Buena Vista								
T. Carson	1							
T. Dewey								
T. Eau Pleine								
T. Grant			1				1	
T. Hull			1					
T. Lanark			3					
T. Lindwood				2			1	
T. New Hope								
T. Pine Grove	1		2				5	
T. Plover			4					
T. Sharon								
T. Stockton	1							
V. Almond								
V. Amherst								
V. Amherst Junction	2		1					
V. Junction City								
V. Nelsonville								
V. Park Ridge								
V. Rosholt								
V. Whiting	1							
T. Bevent								
V. Plover	5	1	3				2	
Total	21	3	18	3	0	0	15	0
Grand Total	60							

DOG AND 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.

During March 0 Canines had medical/health problems and 0 behavioral concerns. 1 Feline had medical/health problems and 1 had behavioral/feral concerns.

CATS	INCOMING							Incoming Total
	Surrendered	Stray	Euthanasia	Impounded	Quarantined	Transfers	Abandoned	
January '14	14	31	0	1	0	0	3	49
February '14	14	17	0	0	0	0	0	31
March '14	13	14	0	0	0	0	3	30
April '14								0
May '14								0
June '14								0
July '14								0
August '14								0
September '14								0
October '14								0
November '14								0
December '14								0
Total	41	62	0	1	0	0	6	110
DOGS	INCOMING							Incoming Total
	Surrendered	Stray	Euthanasia	Impounded	Quarantined	Transferred	Abandoned	
January '14	9	13	0	1	0	5	0	28
February '14	4	9	0	2	2	1	0	18
March '14	18	15	0	1	1	0	1	36
April '14								0
May '14								0
June '14								0
July '14								0
August '14								0
September '14								0
October '14								0
November '14								0
December '14								0
Total	31	37	0	4	3	6	1	82

CATS	OUTGOING									Outgoing Total
	Adopted	Breed Rescue	Fostered	Reclaimed	Euthanized	Released	Transferred	Escaped	Died	
January '14	47		2	1	5	0	8	0	0	63
February '14	25		0	0	4	0	57	0	0	86
March '14	22		0	0	2	0	15	0	0	39
April '14										0
May '14										0
June '14										0
July '14										0
August '14										0
September '14										0
October '14										0
November '14										0
December '14										0
Total	94		2	1	11	0	80	0	0	188

DOGS	OUTGOING									Outgoing Total
	Adopted	Breed Rescue	Fostered	Reclaimed	Euthanized	Released	Transferred	Escaped	Died	
January '14	15	0	1	9	4	0	0	1	0	30
February '14	8	1	0	6	2	0	1	0	0	18
March '14	15	0	0	6	0	0	1	0	0	22
April '14										0
May '14										0
June '14										0
July '14										0
August '14										0
September '14										0
October '14										0
November '14										0
December '14										0
Total	38	1	1	21	6	0	2	1	0	70