

Humane Society of Portage County

May 12, 2014 Board Information Package

Next Board Meeting May 12, 2014

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

5:00 PM optional pre-meeting Dental Health Program – Khryse Pflugaur CVT

5:30 PM Board Meeting

This package contains the following information

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



Board of Directors Meeting Agenda

May 14, 2014 5:30 pm

5:30 p.m.	Call to Order of Board Meeting	L. Redfield
5:33 p.m.	Approval of Minutes – April 9th, 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 April 9, 2014

1. Call to order – L. Redfield

Meeting was called to order at 5:43 pm

2. Roll Call – L. Redfield

Present: Jared Redfield, Dennis Schenk, Brett Jarman, Linda Redfield, Lyne Kawleski, Ken Higgins, Ron Blaha, (Executive Director), Lisa Kunst, Tom Kelble.

Absent: Laura McPartland, Kelly Higgins, Bruce Schenk, Sheila Kessler, Eugene Mancil

3. Approval of Minutes

Motion: To approve minutes from March 12, 2014 meeting (D.Schenk/ L.Kawleski/) motion carries. Corrections Misspelled names for Lyne Kawleski and Lisa Kunst.

4. Board Seating and Resignations: L.Kawleski updated board on a discussion she had with a potential board candidate.

5. Executive Committee Report

Ron provided updates on grant written by Khryse to Zoetis and on use of tool developed by UC-Davis. Kitten foster class to be held on April 12 by Amanda. Adoption and surrender fact sheets developed to answer questions we are frequently asked. Stevens Point Journal will print a 500 word article and picture once a month for us. HSPC participated in a newspaper insert thanking volunteers during National Volunteer Week.

Remaining per written report.

Discussion of newsletter distribution increasing to 6200 households and businesses.

6. Committee Reports

- a. Operations Committee** – Discussed animal shelter counts and advertisements for a shelter vet.
- b. Finance Committee** – Tax return will be completed in April. \$700 error in the coding for the controlled substance license.
- c. Fundraising Committee** - Table at Copps in Plover promoted Top Dog. Fill the Van was held at Copps in Plover, \$600 in cash and \$1,800 in donated products. Walk for wags flyer /registration form expected soon.
- d. Education Committee** – No Meeting . J. Redfield, will be working on speaking opportunities and visits to civic groups. Discussed having board members present at civic groups.

f. Governance Committee – L.Redfield – presented adopted modifications of By-Laws from last meeting

g. Nominating Committee – L. Redfield – Next month is the annual meeting where officers are elected. Nominations were opened and existing officers are candidates for reelection. No additional candidates were nominated. Nominations were closed. No new applications

7. New Business

- a. Contract staff should be reviewed by their appropriate committees at their next meeting 3 for operations committee and 1 for education committee.
- b. Closed session to discuss a personnel matter..
- c. Motion: Based on the recommendation of the operations committee, The executive director is to receive a 10% bonus in recognition of his achievements for the past two years. (D.Schenk/ J.Redfield) motion carries.

8. Old Business

9. Adjournment – 6:45 p.m. Next meeting of the Board will May 14th 2014 at 5:30 p.m.

Submitted

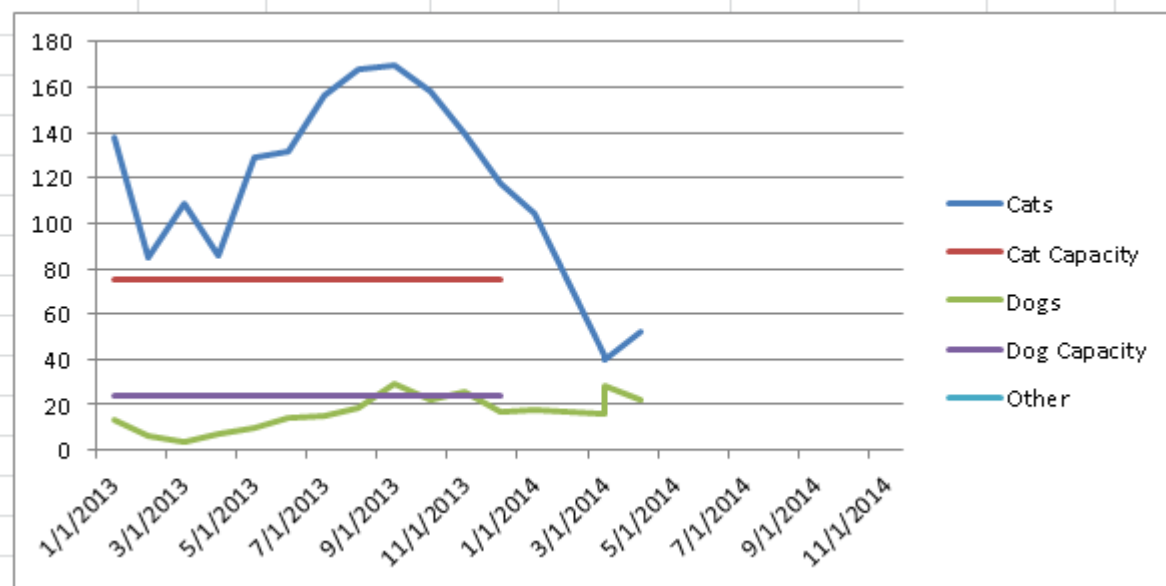
Brett Jarman
VP, HSPC

Staff

- The UWSP graduation class includes three of our animal care staff members which include Jamie Dunn, Jeanette Lapinski, and Katelyn BaDour. Jamie and Jeanette are moving back to their hometowns to pursue career opportunities. Katelyn is staying on for now. Julie Reyes (animal care) has submitted her resignation.

Office/Animal Care Manager Report (from Jaime Jones)

Animal Population as of 04/30/14: Cats: 52 / Dogs: 22 Rabbits: 0



Note: The graph depicts the population at the beginning of the month and does not reflect the highs and lows that occur during the month.

- Animal Care Manual has been updated and now in the 3rd review process.
- Dog Licensing is live on 4/1/2014 in Shelter Track.
- Currently working on the Live Trap process with Shelter Track.
- With current staff graduating from UWSP, presently working on coverage for those who are leaving.
- Prepared article for Stevens Point Community Page.
- Helped with the de-clutter walk through we had to improve the organization of our facility. (See exhibit 2)

Medical Staff Progress Report (from Khryse Flugaur)

- April spay/neuter/dental/other surgery numbers include: Canine: 18 Feline: 32 Rabbit: 0
- Wrote an article for the Stevens Point Journal “Community Page” that was in the paper April 16th. (see exhibit 1)
- Feline monitoring sheets are being utilized in the stray cat room and have proved to be extremely useful in tracking both behavioral needs and daily care.
- A protocol has been implemented regarding the start and end flow direction of giving medication to animals to minimize the risk of disease transmission caused by staff movement. It is hanging on the med cart so all staff should be aware of the proper method to utilize.
- I just completed applying for a grant offered through Plover Area Business Association. If awarded the grant, the monies will go toward maintaining/upgrading our anesthesia equipment. (See exhibit 3)
- We have performed a large amount of dental cleanings these last two months. I look forward to May’s board meeting to discuss the high quality of care we are able to offer our patients regarding dental health and prevention.

Humane Officers Progress Report (from Emily Carlson)

- FYI ~ National Animal Control Appreciation Week was April 13-19.
- Lance Mandeville attended a two day WI Animal Control Inc. seminar in Green Bay.
- Renae is involved in another investigation regarding mistreatment of an animal. A voluntary witness form has been revised and used for this and any future cases. A “Notice to Owner” letter has also been revised by Renae with guidance from DA Blair Ward. This is a letter informing owner(s) of offense(s) that have occurred and what the appropriate steps are to reclaim their pet(s).
- May 5th was the court date for an on-going case regarding “Rudy” the pitbull puppy that was mistreated. It has been extended until the end of May.
- Ron and Humane officers have “re-created” the mileage/activity log to better document municipality activity to record the number of calls we receive!!!

Adoption Coordinator Progress Report (from Amanda Tucker)

- The surrender FAQ sheet is done and is now being handed out to customers that are thinking about surrendering a pet or have already surrendered a pet. This sheet will be made available online as well.
- A new feeding system has been implemented for the dogs. A cart with labeled food containers is now taken to each kennel so dogs can be fed the appropriate amounts of food for their size and needs. Each dog's weight is written on the A&D card. The staff matches the weight to a feeding chart so dogs aren't being overfed. We started using the food cart with the charts Friday 4/18 and so far staff thinks it works great.
- A bulletin board has been dedicated to shelter events and news. The bulletin boards have been attracting lots of attention. In the near future we would like to have a bulletin board in the adoptable dog hallway for before and after pictures. We would post pictures of dentals or dogs/cats that have come in that were in rough shape, but turned around while in the shelter's care. Amanda would like to have a locked donation bin mounted to the wall by the before and after bulletin board. The idea being that people would see the great things the shelter is doing for the animals and donate change.
- Cat intake is picking up with the warmer weather so for the month of May we are promoting that any cat over the age of four years is free. Typically cats that are 1-5 years old are \$30 plus tax and 6 years old and up are \$10 plus tax. We're going with the theme "Spring the Seniors!" We will have posters with advertisement on FB and the website.
- Jamie Dunn who was being cross trained as an Adoption Counselor will also be leaving at the end of May. A few of our part time staff are looking for more hours this summer and will be given the chance to cross train as Adoption Counselors.
- During a lead meeting Amanda asked Ron, Khryse, Jaime and Emily to walk through the shelter and write down areas or things that seemed to clutter the shelter and could use a spruce up. A week later the team met again and walked through the shelter with our lists. Many of us had the same items on our lists. We broke up the different "clutter issues" amongst the team and went to work! We are still working to improve some areas, but many have already been de-cluttered. The front desk, the education room and the front cat circle area. Extra signs on the walls were removed. Items such as crates, old lamps and boxes were removed from the boiler room. ISO was deep cleaned and organized. The areas still needing work require items to be purchased for the shelter. The items in need are plastic Rubbermaid cabinets in transition, stray, the outside dog runs and the surgery kennel area. The cabinets will be used to hold extra towels and supplies. Using Rubbermaid containers will allow us to disinfect and clean them. (See exhibit 2)

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

- Appeal letter written and sent out to friends of the HSPC who haven't donated recently. (See exhibit 4)
- April: Team Schierl's "Buy A Bone" campaign
- 04/05/14: Fill the Van at Copps (Plover)
- 05/03/14: Fill the Van at Copps (Stevens Point)
- 05/11/14: An insurance certificate has been provided for the Spring Thaw 5K Run/Walk event
- Canine Mayoral campaign update: 19 entries have been submitted as of April 30th.
- 1st Merit Bank (Amherst) held an HSPC fundraising event during March 2014.
- The "2014 Sponsorship Agreement" with Team Schierl has been signed by Ron.
- Placed event notifications on the Stevens Point Area Convention Center's website for the Walk For Wags, Golf Outing, and Fur Ball. Also, submitted a notification about our Fur Ball to the Village of Plover to be included in their Fall newsletter. (See exhibit 7)

Grants

- A request for a \$500 grant offered by the Plover Area Business Association (PABA) has been submitted by Khryse with the intention of receiving the money to purchase anesthesia equipment. (see exhibit 3)

Activities

- In response to a statement on our remittance envelop that says: "Please contact me about how to donate gifts of securities, stocks, etc." Ron initiated a "packet" of information to send anyone requesting such information. See letter (exhibit 4) and the "HSPC Stock / Security Transfer Form" (exhibit 5). Ron and Bruce also established Jeff Hohn from Edward Jones as our broker for any activity relating to donors wishing to transfer securities or stocks. Linda is reviewing the letter to help improve the structure and content.
- Ads for a HSPC Vet have been placed with the following organizations:
 - Humane Society Veterinary Medical Association
 - Association of Shelter Veterinarians
 - UW School of Veterinary Medicine

Building/Grounds/Equipment

- The painting of the cat circle has been completed with a donation of paint and the painting by John Marceau from Marceau Construction which was arranged through Eugene.
- Two damaged blinds in the Education room have been replaced.

Meetings

- 04/02/14: Nominating Committee meeting
- 04/09/14: Board Meeting
- 04/12/14: Carole Jeske and Jenny meeting
- 04/21/14: Planned Giving meeting with Jeff Hohn from Edward Jones firm
- 04/24/14: Wisconsin Federated annual meeting (conference call)
- 04/30/14: Finance Committee meeting
- 05/01/14: Operations Committee meeting
- 05/02/14: Education Committee meeting

Exhibit 1

Heartworm is serious, but preventable

Thoughts of spring are on everyone's mind, right? Green grass, flowers blooming, birds singing, squirrels chattering and the dreaded return of mosquitoes are not too far off in the future. If you're an animal owner then you probably have heard of heartworm disease. Here are some facts you should remember!

Heartworm disease is caused by a parasitic worm called *Dirofilaria immitis*. The worms are spread through the bite of a mosquito. The dog is the definitive host, meaning that the worms mature into adults, mate and produce offspring while living inside a dog. The dog is the only host in which heartworms can produce offspring.

Heartworm disease is a serious disease that can result in severe lung disease, heart failure, multiple organ damage and even death in pets.

Heartworm infection is detected by a simple blood test performed by your veterinarian. This blood test detects specific proteins, called antigens, which are released by adult female heartworms into the dog's bloodstream.

The timing and frequency of heartworm tests depend on many factors. Some of these factors include:

- » The dog's age when heartworm prevention is started
- » If the owner forgot to give heartworm prevention and for how long
- » If the dog is switched from one type of heartworm prevention to another
- » If the dog recently traveled to an area where heartworm disease is more com-



Khryse Flugaur

mon
Dogs older than 6 to 7 months of age should be tested for heartworm disease be-

fore starting heartworm prevention. A dog may appear healthy on the outside, but on the inside heartworms may be living and thriving. Although they may shorten the lifespan of the worms, heartworm preventives do not kill adult heartworms. If a heartworm-positive dog is not tested before starting a preventive, the dog will remain infected with adult heartworms until it gets sick enough to show symptoms.

Also, giving a heartworm preventive to a dog that has an adult heartworm infection may be harmful or deadly.

Treatment can be very costly. The treatment itself can cause life-threatening complications. Once that heartworm disease has caused damage to the heart, lungs and other body systems, it is generally irreversible.

There are many FDA-approved products that prevent heartworm disease in dogs. All require a veterinarian's prescription. Most products are given monthly, either as a topical liquid applied on the skin or as an oral tablet. Both chewable and non-chewable oral tablets are available. One product is injected under the skin every six months, and only a veterinarian can give the injection.

Happy spring!

Khryse Flugaur is lead certified veterinary technician for the Humane Society of Portage County.

Great clutter meeting today everyone! I think we are all on the same page and have narrowed down our “problem” areas. I’ve broke down our list into three different sections. The goal is when we meet on May 7th we will revisit the clutter.

Assignments

Exhibit 2

Emily-

- MSDS binders will be put in cabinet and labeled (leave room for tower and cords for TV to be moved under)
- Organizing the break room area.
- Cleaning and organizing the counter space outside of the cat circle.

Ron-

- Remove spay/neuter board from lobby area and table.
- Talk to Eugene/Dan/Brett about mounting TV in lobby area to wall, move the tower and cords under the cabinet.
- Replace ceiling tiles around the building- talk to Dan/Eugene.

Jaime-

- Send an email to all users discussing our meeting today and how we all need to put things back where they belong so counter tops and kennels aren’t cluttered with items.
- Work with John on mop bucket room
 - Hoses into runs
 - Chemicals put away

Khryse-

- Removing items from tops of cages and organizing items that can stay in the room into plastic totes.

Amanda-

- Education room- labeling cupboards for dog training and volunteers stuff.
- Chairs in dog run to garbage.
- New signs for pick up your poop
- Take extra items out of cat visiting room
- Transition- remove clutter from counters, put items where they belong.
- Get a bulletin board for before and after picture in adoptable dog hallway.
- Brainstorm new dog info signs for glass
- Critter kitchen counter top by microwave

Wish List Items

- 3 Rubbermaid storage closets
 - 1 in each outside dog run for tools
 - 1 in surgery kennel area for extra water
- Rubbermaid cabinets for stray and transition for storage.
- 6- 8x10 frames for hand sanitizer instructions
- Frosted glass sticker for room window

Volunteer Help

- Yellow donation bus needs to be painted

We still need to think about how we would like to communicate with the volunteers whether they need to have their stuff in a different area? Maybe a bulletin board across from where the coats are hung up (by the dry erase calendar) that would be just for volunteer news?

I’m afraid to move the pictures from the front lobby because there will be screws in the walls that will need patching. Maybe that’s something Eugene would be involved in?

Dan is hanging the rack in the lobby for Emily and is putting the safe in the drawer Thursday morning (4/10).

Thanks for doing this everyone! Good job!

~ Amanda Tucker

April 29, 2014

Exhibit 3

DeeAnn Donahue
Executive Director
Plover Area Business Association
2400 Post Road
Plover, WI 54467

Dear Ms. Donahue,

Please consider the Humane Society of Portage County's application for PABA's quarterly \$500 grant. The monies would be used towards purchases within our medical department. Our medical department, which consists of 3 doctors and 3 certified veterinary technicians, provide surgical services that can encompass spay/neuter, soft tissue, orthopedic and dental health needs for patients under the care and control of the Humane Society of Portage County.

The medical department at the Humane Society of Portage County conducts and maintains the medical care of more than 1,000 feline patients and 400 canine patients annually. In 2013, 607 feline patients, 162 canine patients and 11 rabbit patients received surgical interventions in our internal surgery suite.

To better serve our patients, I request the following equipment be purchased with the grant allocation:

- | | | |
|-------------------------------------|----------|--|
| • Reflectance Pulse Oximetry Sensor | \$124.00 | Jorgenson Laboratories (Retail: \$150) |
| • Universal Y Pulse Oximetry Sensor | \$124.00 | Jorgenson Laboratories (Retail: \$150) |
| • Anesthesia Chamber | \$230.00 | Jorgenson Laboratories (Retail: \$244) |
| • Eldridge Anesthesia Mask | \$ 31.71 | Jorgenson Laboratories (Retail: \$ 39) |

The Reflectance and Universal Y Pulse Oximetry Sensors will be utilized while patients are under anesthesia and being monitored by a certified veterinary technician. Pulse oximetry is a non-invasive, painless measurement and indicator of oxygen delivery to the periphery given in a percentage. The monitor also generates the heart rate in beats per minute.

The Anesthesia Chamber is used to induce anesthesia when dealing with fractious or feral animals and provides safer handling for our staff.

The Eldridge Anesthesia Mask is used when a patient requires inhalation anesthesia administered during surgical procedures.

I have spoken with a representative at Jorgenson Laboratories who has given us a discount on all products listed above because of our non-profit status and this grant proposal.

The above listed items would help us to better serve our patients and ensure safety during all phases of anesthesia, from induction to recovery. The impact for the Greater Plover Area is having a Humane Society that provides the best possible care to the sheltered animals we serve.

If you have any questions regarding the above requested items, please contact me (Khryse Flugaur) at the Humane Society of Portage County at 715-344-6012.

Thank you for your consideration.

Khryse Flugaur
Lead Certified Veterinary Technician

Ron Blaha
Executive Director

Exhibit 4



3200 Iber Lane • Plover, Wisconsin 54467 • 715-344-6012

Dear Friend of the Humane Society of Portage County:

We haven't heard from you lately so I'm taking this opportunity for us to reconnect. We have a lot of exciting things going on at our humane society. Recently, you received our newsletter which provides some information about what is going on at our shelter. Our website (www.hspcwi.org) has been completely revitalized and offers our friends the opportunity to learn about upcoming events, HSPC programs, progress reports, lost and found animals, and so much more. Our Facebook page (www.facebook.com/HSPCWI/) keeps more than 4,000 followers informed about our adoptable pets and events.

Your friendship is important to the welfare of our animals! Your financial support is equally important! We ask you to consider making a small contribution to help us. By donating \$5, \$10, or \$15 you will be helping to make a big difference for the animals we serve. All of our animal care efforts are strictly dependent on the contributions we receive. \$5 will feed and care for a cat for one day. \$10 will feed and care for a dog for one day, \$15 will provide a blood test, \$20 will provide the required vaccinations for one animal, and \$30 will spay or neuter a cat. Each dollar we receive provides aid to the homeless animals in our care.

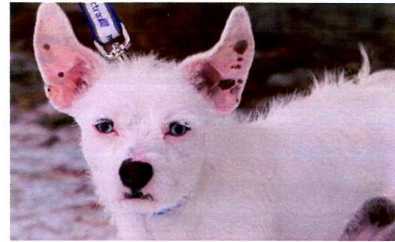
With your help, we offer our homeless animals (some abused, abandoned, and neglected) a chance to receive warmth, love, and a safe place to live. Your donation helps provide these animals a better life and improves our ability to find them a forever home. Help us to begin a new chapter for our sheltered animals. Please consider a gift of \$5, \$10, or \$15 today!

Sincerely,

A handwritten signature in blue ink that reads "Ron".

Ron Blaha
Executive Director

Please note: Many national humane organizations state that a portion of the money they receive goes to local humane societies. We do not receive any monies from these national organizations.



\$10 provides food and care for Boris for a day.



\$20 provides vaccines for Kitty.



\$30 covers the cost of neutering Fireball.



Rex reminds us that each dollar donated helps aid our homeless animals.



[Date]

Dear

Thank you for your interest in the benefits of planned giving. There are many tax advantages for you in making a planned gift. Your financial advisor will help you set up a planned gift that will make sure your charitable intent is carried out in the best manner for you, your beneficiaries, and the charitable organization(s) you have selected.

To begin the process of transferring any of your stocks or securities to the Humane Society of Portage County, there are several simple steps to follow, which include:

1. Complete the HSPC Stock/Security Transfer Form (form) and fax or email the form to the HSPC executive director.
2. Once the form is received, the information will be forwarded to our broker.
3. If you have any questions or need specific information about the transfer, please contact our broker, Jeff Hohn. His contact information can be found on the form.
4. Once our broker has received the form, he will arrange all of the necessary details with your broker.
5. Once the two brokers have completed all of the necessary details, you can make arrangements with your broker to transfer the funds to the HSPC broker.

If you would like to further discuss any segments of this process, please contact me. We look forward to proceeding with your planned giving intentions.

Sincerely,

Ronald S. Blaha
Executive Director



Exhibit 6

HSPC Stock/Security Transfer Form

Date: _____

I, _____, hereby authorize the transfer of
(#) _____ shares of _____ stock/securities to the Humane
Society of Portage County (HSPC).

Delivery instructions are as follows:

All DTC Eligible Stock or Securities:

Edward Jones Account Title: Humane Society of Portage County
DTC Clearing: #0057 Account Number: 600-18171

HSPC Broker contact for information and questions on stock/security transfers:

Jeff Hohn, CFP Business: 715-342-1116
Edward Jones Financial Advisor Fax: 888-320-5684
36040 Village Park Drive Toll: 800-738-4047
Plover, WI 54467 Email: jeff.hohn@edwardjones.com

Donor's Information

Donor Name: _____

Address: _____

Email: _____ Phone: _____

Donor's Broker Information

Name of Donor Broker: _____

Broker Address: _____

Broker Phone Number: _____

Fax completed form to 715-344-5954 Attn: Executive Director
Email completed form to executive.director@hspcwi.org

Exhibit 7

**Humane Society of Portage
County Walk for Wags**

Pfiffner Pioneer Park
1100 Crosby Avenue
Stevens Point WI 54481
715-344-6012

[Visit website](#)

6/22/2014

Join us for a fun day of activities including kids games, demonstrations, contests, basket raff ...[Read More](#)

**Humane Society of Portage
County Golf Outing**

Wisconsin River Golf Club
706 W River Drive
Stevens Point WI 54481
715-344-6012

[Visit website](#)

7/19/2014

Enjoy an exciting day of golf to help support the Humane Society of Portage County. It will be ...[Read More](#)

**Humane Society of Portage
County Fur Ball**

Holiday Inn Hotel & Convention Center
1001 Amber Avenue
Stevens Point WI 54482
715-344-6012

[Visit website](#)

10/17/2014

Join us for a fun night for the entire family! Besides children's games there is food and musi ...[Read More](#)



Fur Ball event notification will be in the Village of Plover Fall newsletter.





Operations Committee Report – May 1st 2014

Present: Brett Jarman (Chair) , Ron Blaha, Lyne Kawleski

Absent: Shelia Kessler, Dennis Schenk, Bruce Schenk

Meeting Topics included:

- Reviewed inventory of shelter animals. 39 cats – 7 have applications. 22 dogs 6 are available for adoption and 3 have applications
- Reviewed status of Veterinarian staffing.
- Reviewed and approved a policy for building keys:

The executive director is responsible for maintaining an inventory of who has keys and the issuance of keys. The executive director may issue building keys to any HSPC employee and to any HSPC board officer (President, Vice President, Treasurer & Secretary). All other requests for keys must be approved by the operations committee.

Notes:

1. It is not our desire to have the building occupied when no HSPC employees are present. HSPC employees receive additional training throughout the year in a variety of areas (fire control and suppression, emergency procedures, shelter procedures and protocols, etc) and if the building is open, an HSPC employee or HSPC Board Officer should be present.
2. It is not our intent to recall keys that have already been issued. The next time the locks are changed and the security codes are changed all keys will be recalled and any exceptions will need to be reapproved.
3. For this policy, HSPC Contractors and HSPC volunteers are not considered to be HSPC employees.

- Reviewed and approved a policy for e-mail addresses.

No HSPC staff member, volunteer or board member should create an e-mail address that is used for official HSPC purposes that is not part of the @HSPCWI.org or @HSPCWI-SUPPORT.ORG family. The exception to this policy is an existing e-mail address humanesocietyportagecounty@gmail.com

Notes:

1. Computer security and breaches of trust are frequently reported in the news. Computer users are cautioned to be vigilant for phishing attacks where an email to a user falsely claiming to be an established legitimate enterprise in an attempts to scam or mislead the recipient. One of the ways to reduce confusion by our customers, vendors, staff and donors is to have a common e-mail address.
2. To help make e-mail access easier, web mail for the @HSPCWI.ORG should be implemented.
3. The @HSPCWI-SUPPORT.ORG email addresses are to be used only sparingly and only when @HSPCWI.ORG email addresses are not usable. An example is the e-mail addresses for Humane Officer phones requires the HSPCWI-SUPPORT.ORG email address so that e-mail can be routed out of the building to the phone. (technical issue – not a cosmetic issue)

- Reviewed contactors

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

April 28, 2014

Attendees: Bruce Schenk, Dennis Schenk , Ron Blaha, Jaime Jones, Linda Redfield

Reviewed March **Unaudited** Financials-

1. Income for the first three months in Dog & Cat Adoption is up despite lower numbers of animals.
2. Ron is going to bring up to the Board and Fundraising Committee about the Paws Income. How are we going to “re-coup” the \$2000 we budgeted into that fundraiser
3. We discussed Kevin P Ford Golf outing
 - a. Hope is for much more income in 2014 however this will be weather pending
4. We discussed that it is a little early to watch trends as the first quarter is always slow to start off with.
5. Mayoral Campaign which is being classified in Misc. Fundraising at this time in QuickBooks
 - a. It is being tracked separately in Donor Perfect
 - b. 17 Candidates for the Mayoral Campaign.

4:10 PM

04/30/14

Accrual Basis

HUMANE SOCIETY OF PORTAGE COUNTY INC
Balance Sheet
As of March 31, 2014

	<u>Mar 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1005 · Petty cash	100.00
1032 · Associated Bank checking	17,750.57
1034 · US Bank checking	9,547.65
1042 · Associated Bank money market	30,686.95
1043 · Pay Pal account	714.45
1047 · Stevens Point Post Office	651.46
Total Checking/Savings	<u>59,451.08</u>
Accounts Receivable	
11000 · Accounts Receivable	64,043.73
Total Accounts Receivable	<u>64,043.73</u>
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	<u>423,211.02</u>
Total Current Assets	546,705.83
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	<u>1,280,169.45</u>
TOTAL ASSETS	<u><u>1,826,875.28</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	

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Accrual Basis

HUMANE SOCIETY OF PORTAGE COUNTY INC
Balance Sheet
As of March 31, 2014

	<u>Mar 31, 14</u>
2011 · Associated Bank-Visa	1,719.82
2014 · Kwik Trip Card	679.12
Total Credit Cards	<u>2,398.94</u>
Other Current Liabilities	
2010 · Unearned contract income	61,995.22
2015 · Specific use Funds	400.00
2030 · Dog licenses payable	1,519.00
2040 · Wisconsin sales tax payable	183.74
2300 · Accrued wages	6,696.17
Total Other Current Liabilities	<u>70,794.13</u>
Total Current Liabilities	<u>73,193.07</u>
Total Liabilities	73,193.07
Equity	
3000 · Opening Balance Equity	-26.40
3040 · Retained earnings	1,802,748.16
32000 · Unrestricted Net Assets	-19,118.83
Net Income	-29,920.72
Total Equity	<u>1,753,682.21</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,826,875.28</u></u>

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

	<u>Mar 14</u>	<u>Mar 13</u>	<u>Jan - Mar 14</u>	<u>Jan - Mar 13</u>	<u>YTD Budget</u>	<u>Annual Budget</u>	<u>Jan - Dec 13</u>	<u>2014 Trend</u>
Ordinary Income/Expense								
Income								
4000 · Dog adoption income	2,275.00	1,420.00	5,548.00	3,795.00	7,500.00	30,000.00	24,470.00	35,773.27
4010 · Cat adoption income	855.00	965.00	3,850.00	3,655.00	5,749.97	23,000.00	24,490.00	25,796.58
4030 · Surrender income	615.00	665.00	1,215.00	1,190.00	874.97	3,500.00	3,005.00	3,068.13
4040 · Dog redemption income	150.00	392.48	450.00	1,002.48	1,500.00	6,000.00	5,206.71	2,337.22
4050 · Cat redemption income	0.00	50.00	0.00	50.00	175.03	700.00	660.00	700.00
4080 · Quarantine income	125.00	125.00	417.00	375.00	300.00	1,200.00	1,825.00	2,029.40
4085 · Dog Training Income	0.00	0.00	750.00	0.00	649.97	2,600.00	1,765.00	2,600.00
4116 · Rabies fee income	250.00	1,422.00	275.00	1,422.00	375.00	1,500.00	1,522.00	1,500.00
4120 · Miscellaneous shelter income	0.00	0.00	81.00	426.21			426.21	0.00
4130 · Boarding fee income	165.00	240.00	555.00	545.00	750.00	3,000.00	3,388.44	3,450.61
4135 · Vaccination fee income	0.00	0.00	25.00	15.00	375.00	1,500.00	115.00	500.00
4210 · County contract income	20,665.08	20,271.69	61,995.24	60,815.07	61,978.00	247,900.00	243,260.28	247,980.96
4300 · MERCHANDISE SALES								
4310 · Merchandise Sales	77.65	0.00	154.26	0.00	400.03	1,600.00	1,651.33	1,600.00
Total 4300 · MERCHANDISE SALES	<u>77.65</u>	<u>0.00</u>	<u>154.26</u>	<u>0.00</u>	<u>400.03</u>	<u>1,600.00</u>	<u>1,651.33</u>	<u>1,600.00</u>
Total Income	25,177.73	25,551.17	75,315.50	73,290.76	80,627.97	322,500.00	311,784.97	327,336.18
Expense								
50000 · SHELTER EXPENSES								
5000 · Shelter payroll expense	23,218.50	22,058.03	72,959.64	67,014.08	82,500.00	330,000.00	297,195.26	323,562.74
5002 · Contract labor	0.00	0.00	0.00	0.00				0.00
5005 · Shelter payroll tax expense	1,776.21	1,687.41	5,581.41	5,126.57	6,000.00	24,000.00	22,117.07	24,079.34
5010 · Shelter unemployment expense	506.18	1,052.18	1,590.53	3,196.59	3,000.00	12,000.00	11,097.14	6,000.00
5012 · Medical Reimbursement	0.00	0.00	0.00	3,837.86	1,000.00	3,000.00	3,020.00	3,000.00
5015 · Shelter supply expense	1,807.04	952.26	4,864.30	363.00	5,125.03	20,500.00	20,256.39	20,000.00
5020 · Shelter equipment expense	0.00	0.00	0.00	222.00	300.00	1,200.00	363.00	1,200.00
5021 · Animal control equipment	0.00	0.00	0.00	0.00	175.03	700.00	178.25	700.00
5025 · Shelter equip repair and mainte	0.00	222.00	0.00	0.00	750.00	3,000.00	222.00	3,000.00
5035 · Shelter vet expense	757.00	988.30	2,137.89	2,881.47	3,750.00	15,000.00	12,047.55	12,000.00
5037 · Medical supply expense	1,247.18	197.73	4,868.25	4,217.69	6,000.00	24,000.00	24,962.93	28,813.35
5050 · Shelter uniform expense	0.00	0.00	0.00	0.00	250.03	1,000.00	44.94	1,000.00
5051 · Office uniform expense	0.00	0.00	0.00	0.00	0.00	0.00	757.77	0.00
5052 · Humane Officer uniform expense	166.50	49.96	166.50	359.83	250.03	1,000.00	0.00	1,000.00
5055 · Shelter conference expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5060 · Shelter conference travel	0.00	0.00	12.64	0.00	625.03	2,500.00	2,548.61	2,500.00
5065 · Shelter staff training	0.00	0.00	0.00	0.00	250.03	1,000.00	1,375.75	1,000.00
5067 · Shelter Humane Officer training	404.00	35.00	404.00	35.00	300.00	1,200.00	1,950.00	1,200.00
5096 · Rabies tag expense	-70.41	0.00	0.00	83.53	100.00	100.00	83.53	100.00
5097 · Microchip expense	0.00	0.00	0.00	1,312.50	2,749.97	11,000.00	10,765.39	5,000.00
5099 · Miscellaneous shelter expense	0.00	0.00	151.00	515.30	499.97	2,000.00	761.15	2,000.00
Total 50000 · SHELTER EXPENSES	<u>29,812.20</u>	<u>27,242.87</u>	<u>92,736.16</u>	<u>89,165.42</u>	<u>113,625.12</u>	<u>453,200.00</u>	<u>409,746.73</u>	<u>436,155.43</u>
5018 · MERCHANDISE-COGS	0.00	0.00	0.00	0.00	750.00	3,000.00	3,189.13	0.00
52000 · SPAY/NEUTER EXPENSES								

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

	<u>Mar 14</u>	<u>Mar 13</u>	<u>Jan - Mar 14</u>	<u>Jan - Mar 13</u>	<u>YTD Budget</u>	<u>Annual Budget</u>	<u>Jan - Dec 13</u>	<u>2014 Trend</u>
5215 · Spay/neuter supplies	0.00	0.00	572.87	0.00	375.00	1,500.00	2,255.95	1,500.00
5235 · Spay/neuter vet expense	1,867.58	2,189.10	5,877.06	8,335.16	7,000.03	28,000.00	27,037.55	33,000.00
5237 · Spay/neuter medical supplies	0.00	0.00	0.00	87.00			412.75	0.00
Total 52000 · SPAY/NEUTER EXPENSES	1,867.58	2,189.10	6,449.93	8,422.16	7,375.03	29,500.00	29,706.25	34,500.00
55000 · VEHICLE EXPENSES								
5510 · Vehicle maintenance & repair e	354.71	167.52	933.44	349.60	750.00	3,000.00	2,291.71	6,118.92
5520 · Vehicle insurance expense	354.33	0.00	1,128.73	584.26	1,175.06	4,700.00	3,467.30	4,700.00
5530 · Vehicle gas	461.40	417.15	1,065.20	2,926.18	1,750.03	7,000.00	7,806.29	7,000.00
5535 · Mileage reimbursement	336.60	0.00	735.08	730.39	250.03	1,000.00	730.39	1,000.00
5550 · Cellular phone expense	122.76	0.00	649.26	438.89	450.00	1,800.00	1,631.36	2,413.31
Total 55000 · VEHICLE EXPENSES	1,629.80	584.67	4,511.71	5,029.32	4,375.12	17,500.00	15,927.05	21,232.23
65000 · EDUCATION EXPENSES								
6530 · Education supply expense	0.00	0.00	0.00	0.00	49.97	200.00	177.46	0.00
6610 · Video expense	225.00	0.00	405.00	180.00	300.00	1,200.00	945.00	2,126.25
Total 65000 · EDUCATION EXPENSES	225.00	0.00	405.00	180.00	349.97	1,400.00	1,122.46	2,126.25
70000 · ADMINISTRATIVE EXPENSES								
7000 · Office supply expense	405.78	150.40	429.11	425.82	874.97	3,500.00	3,331.27	3,357.01
7001 · Humane Officer supplies	0.00	0.00	0.00	99.50	37.50	150.00	99.50	150.00
7020 · Office equipment repair & maint	0.00	0.00	0.00	0.00	300.00	1,200.00	1,185.50	1,200.00
7030 · Advertising expense	40.00	0.00	40.00	0.00	25.03	100.00	98.00	100.00
7050 · Dues and membership expense	0.00	0.00	110.00	270.00	125.06	500.00	666.00	500.00
7060 · Subscriptions expense	540.00	0.00	1,122.00	0.00	62.53	250.00	502.00	250.00
7070 · License and application fees	0.00	0.00	731.00	20.00	175.03	700.00	660.50	1,400.00
7080 · Accounting - in house	69.49	1,327.99	258.45	4,190.20	875.06	3,500.00	4,832.11	3,500.00
7110 · Postage expense	1,030.16	432.26	1,230.34	613.91	750.00	3,000.00	2,465.39	4,940.90
7120 · Telephone expense	193.56	190.96	580.19	574.15	750.00	3,000.00	2,538.78	2,565.49
7125 · Internet expense	55.00	84.39	205.95	283.17	175.03	700.00	1,046.34	761.00
7140 · Outside services								
7141 · Attorney Fees	1,107.25	0.00	1,107.25	0.00			275.00	0.00
7140 · Outside services - Other	2,500.00	0.00	5,500.00	445.00	4,999.97	20,000.00	8,917.47	24,000.00
Total 7140 · Outside services	3,607.25	0.00	6,607.25	445.00	4,999.97	20,000.00	9,192.47	24,000.00
7150 · Bank charges	110.55	85.78	542.77	404.23	625.03	2,500.00	2,115.52	2,840.56
7160 · Insurance - workers compensatio	0.00	716.00	2,149.00	1,482.00	1,999.97	8,000.00	8,130.00	8,000.00
7165 · Insurance directors & officers	68.90	0.00	219.48	0.00	225.00	900.00	598.56	900.00
Total 70000 · ADMINISTRATIVE EXPENSES	6,120.69	2,987.78	14,225.54	8,807.98	12,000.18	48,000.00	37,461.94	54,464.96
75000 · HOUSING EXPENSES								
7500 · Building repair & maint expense	1,365.05	1,214.00	4,471.72	1,658.88	1,249.97	5,000.00	26,597.03	16,000.00
7505 · Security monitoring expense	0.00	91.79	332.88	414.83	150.00	600.00	546.83	600.00
7510 · Heat and electricity expense	2,726.93	2,584.93	8,432.80	7,675.91	6,499.97	26,000.00	25,569.89	28,091.23
7515 · Trash removal	216.05	212.00	648.15	636.00	625.03	2,500.00	2,564.25	2,613.24
7517 · Snowplowing	0.00	460.00	150.00	1,020.00	300.00	1,200.00	1,200.00	1,200.00

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

	Mar 14	Mar 13	Jan - Mar 14	Jan - Mar 13	YTD Budget	Annual Budget	Jan - Dec 13	2014 Trend
7520 · Water and sewer expense	0.00	0.00	1,693.60	1,559.20	1,750.03	7,000.00	6,035.20	6,555.42
7540 · Insurance property & casualty	68.90	0.00	219.48	772.52	250.03	1,000.00	1,035.58	800.00
Total 75000 · HOUSING EXPENSES	4,376.93	4,562.72	15,948.63	13,737.34	10,825.03	43,300.00	63,548.78	55,859.89
8000 · IN-KIND DONATIONS								
8010 · IN KIND DONATIONS	-85.00	0.00	-6,961.39	0.00			-40,534.00	
8015 · In-Kind Shelter Supplies	79.00	0.00	6,891.39	0.00			3,500.00	
8055 · In-Kind Conference Expense	0.00	0.00	0.00	0.00	0.00	0.00	4,935.00	
8060 · In Kind Donations-Office Supply	6.00	0.00	6.00	0.00			3,300.00	
8065 · In Kind Donations-Office R & M	0.00	0.00	64.00	0.00			1,000.00	
8080 · In Kind Donations-Building R & M							1,200.00	
Total 8000 · IN-KIND DONATIONS	0.00	0.00	0.00	0.00			-26,599.00	
Total Expense	44,032.20	37,567.14	134,276.97	125,342.22	149,300.45	595,900.00	534,103.34	604,338.76
Net Ordinary Income	-18,854.47	-12,015.97	-58,961.47	-52,051.46	-68,672.48	-273,400.00	-222,318.37	-277,002.59
Other Income/Expense								
Other Income								
85000 · FUNDRAISING INCOME								
8500 · Membership income	0.00	0.00	140.00	0.00			140.00	0.00
8520 · Gifts and donations income	4,645.91	3,883.95	14,673.69	10,933.11	16,249.97	65,000.00	114,849.77	65,000.00
8530 · Honorarium income	70.00	0.00	570.00	0.00	499.97	2,000.00	2,705.00	2,000.00
8900 · Interest income	6.26	3.83	36.99	4.34	1,249.97	5,000.00	4,277.93	5,000.00
8901 · Dividend income	0.00	0.00	0.00	0.00	1,249.97	5,000.00	0.00	5,000.00
9000 · Neuter sponsor income	0.00	180.00	150.00	695.00	874.97	3,500.00	3,120.00	3,500.00
9001 · Memorial income	775.00	1,835.00	2,495.00	2,895.00	3,000.00	12,000.00	16,718.85	14,408.82
9002 · Can donation income	699.98	312.48	1,602.71	1,716.11	1,624.97	6,500.00	6,376.53	5,955.17
9003 · Paws income	0.00	0.00	0.00	35.00		2,000.00	1,035.00	100.00
9004 · Spay/Neuter clinic Income							241.61	0.00
9005 · Kevin Ford golf outing income	0.00	0.00	0.00	130.00		14,000.00	11,935.20	14,000.00
9006 · Microchip clinic income	90.00	0.00	90.00	0.00	500.00	500.00	390.00	500.00
9013 · Fur ball income	0.00	0.00	0.00	50.00		25,000.00	24,458.42	25,000.00
9023 · Walk for Wags income	0.00	0.00	0.00	0.00		12,000.00	11,545.11	12,000.00
9032 · Aluminum can recycling income	395.60	518.40	980.80	943.90	1,125.00	4,500.00	4,735.35	4,920.47
9300 · In-house fundraising income	0.00	100.00	0.00	200.00	250.03	1,000.00	1,100.00	1,000.00
9400 · Miscellaneous fund raising inco	5,000.00	743.00	5,100.00	743.00	1,500.00	6,000.00	22,391.01	16,000.00
9410 · Appeal income	374.00	395.00	3,304.00	10,076.80	10,000.00	80,000.00	62,623.80	60,000.00
9450 · Miscellaneous other income	0.00	526.19	27.03	1,035.89	400.03	1,600.00	1,601.41	1,800.00
Total 85000 · FUNDRAISING INCOME	12,056.75	8,497.85	29,170.22	29,458.15	38,524.88	245,600.00	290,244.99	236,184.46
9499 · Sales tax discount	10.00	10.00	30.00	30.00	30.00	120.00	139.80	120.00
Total Other Income	12,066.75	8,507.85	29,200.22	29,488.15	38,554.88	245,720.00	290,384.79	236,304.46
Other Expense								
8909 · Investment fees expense	0.00	0.00	0.00	0.00		5,000.00	0.00	5,000.00

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

	Mar 14	Mar 13	Jan - Mar 14	Jan - Mar 13	YTD Budget	Annual Budget	Jan - Dec 13	2014 Trend
9500 · FUNDRAISING EXPENSES								
9501 · Memorial expense							19.83	
9503 · Paws campaign expense	0.00	0.00	0.00	0.00		100.00	0.00	100.00
9513 · Fur ball expense	0.00	0.00	0.00	0.00		2,000.00	1,745.31	2,000.00
9523 · Walk for the Wags expense	0.00	0.00	0.00	0.00		3,800.00	3,750.50	3,800.00
9535 · Kevin Ford golf outing expense	0.00	0.00	0.00	0.00		4,500.00	4,282.34	4,500.00
9900 · Miscellaneous fund raising expe	0.00	0.00	96.95	225.00	300.00	1,200.00	894.24	1,200.00
9910 · Appeal expense	0.00	0.00	0.00	3,291.00		20,000.00	16,382.07	20,000.00
Total 9500 · FUNDRAISING EXPENSES	0.00	0.00	96.95	3,516.00	300.00	31,600.00	27,074.29	31,600.00
9970 · Bad debt expense	0.00		59.30	0.00			-23.00	0.00
9980 · Interest expense	3.22	12.64	3.22	12.64			12.64	3.22
9990 · NSF checks	0.00	183.00	0.00	214.65	75.00	300.00	219.65	300.00
9995 · Miscellaneous other expense				-3.58			-28.58	0.00
Total Other Expense	3.22	195.64	159.47	3,739.71	375.00	36,900.00	27,255.00	36,903.22
Net Other Income	12,063.53	8,312.21	29,040.75	25,748.44	38,179.88	208,820.00	263,129.79	199,401.24
Net Income	<u>-6,790.94</u>	<u>-3,703.76</u>	<u>-29,920.72</u>	<u>-26,303.02</u>	<u>-30,492.60</u>	<u>-64,580.00</u>	<u>40,811.42</u>	<u>-77,601.35</u>
W/O In Kind Gift Adjustment							<u>14,212.42</u>	



Humane Society of Portage County

IT Status Report – May 9, 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.

Completed in April 2014

- Refinements to the names and addresses stored in Donor Perfect.
 - Goal is to eliminate all older lists and consolidate into a single list where each name is identified
 - Names are marked with a variety of codes to help make the list easier to use. Some of the codes include: 2013 Golfer, 2013 Walk for wags participant, 2013 Walk for wags vendor, 2013 Fur Ball participant, 2013 Fur Ball Vendor, County Board Supervisor, Municipal alderperson or trustee, HSPC volunteer, HSPC adopter.
 - Helped with the support activities for the creation of an appeal letter and the selection of the names to receive the letter.
 - Created a list of the top HSPC donors for use by the golf committee.
- Additional client access licenses for terminal server were acquired
- The new version of the accounting software has been acquired. Installation planning has begun.
- Registration support for Top Dog fund raiser.
- Support for the creation of the next newsletter.

Completed in May 2014

- Web mail for @HSPCWI.ORG is being tested. Training handouts will be created later this month.



Volunteer Statistics

More than 50 inactive volunteers were removed from the system in April. 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 May 12 2014 there were

420 volunteers in the system

78 are in applicant status

342 active and trained

148 adults performed some service to HSPC in March – 1,064 hours

32 youth performed some service to HSPC in March – 86 hours



Monthly Service By Assignment

January 2014 to April 2014

Assignment	Jan 2014 Hours	Jan 2014 Volunteer Count	Feb 2014 Hours	Feb 2014 Volunteer Count	Mar 2014 Hours	Mar 2014 Volunteer Count	Apr 2014 Hours	Apr 2014 Volunteer Count	Total Hours	Total Volunteer Count
A Dorsey	281:18	24	230:02	14	245:04	16	223:06	13	979:30	35
Administrative Assistant	24:33	2	27:50	2	17:38	2	32:03	2	102:04	2
Adoptions Counselor	0:00	0	0:00	0	0:00	0	0:00	0	0:00	0
Building Maintenance	0:00	0	0:00	0	2:32	1	4:00	1	6:32	2
Business Group Presenter	0:00	0	0:00	0	0:00	0	0:00	0	0:00	0
Cat Cage Crew	0:00	0	0:00	0	6:11	1	19:56	1	26:07	1
Cat Socialization	158:45	41	169:56	42	219:19	58	265:39	80	813:39	135
Coin Can Agent	0:00	0	0:00	0	0:00	0	0:00	0	0:00	0
Community Service	43:05	4	49:10	5	37:06	1	43:43	2	173:04	8
Dog - Front Desk	0:00	0	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	0:00	0
Dog - Walk	0:00	0	0:00	0	2:41	2	0:00	0	2:41	2
Dog Kennel Crew	0:00	0	0:00	0	1:45	1	2:00	1	3:45	2
Dog Walker (Red Badge required for Red Dogs)	296:23	58	242:05	56	313:30	69	325:27	82	1,177:25	134
Education Classroom Presenter	0:00	0	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	0:00	0
Fill The Van	0:00	0	0:00	0	0:00	0	25:00	5	25:00	5
Fur Ball at the Holiday Inn	0:00	0	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	0:00	0
Housekeeping	0:28	1	0:56	1	1:20	1	1:21	1	4:05	1
IT Technician	215:01	1	179:44	1	132:37	1	115:45	1	643:07	1
Kitten Foster Care Giver	0:00	0	0:00	0	0:00	0	0:00	0	0:00	0

[illegible]



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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 7,054 constituent records in our Donor Perfect database. An increase of more than 400 in April. We have added the elected officials for Portage County and municipalities in Portage County. Our first purge of 130 records will occur before the next newsletter is issued. These records are out of our service areas and have not had any activity in 2013 or 2014.

The following reports from DonorPerfect will provide additional details.

Calendar Year Income Analysis with Gift Splits By GL_CODE for period ending 4/30/2014

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
1010	Angel Gift - Capital Items												
8060	Angel Gift Office Supplies												
		\$50.00-99.99	0	\$0.00	2	0	--.-%	\$114.00	\$0.00	--.-%	\$57.00	\$0.00	100.00%
		Total:	0	\$0.00	2	0	--.-%	\$114.00	\$0.00	--.-%	\$57.00	\$0.00	100.00%
8015	Angel Gift Supplies												
		\$1.00-9.99	1	\$9.95	1	1	0.00%	\$9.95	\$5.41	83.92%	\$9.95	\$5.41	83.92%
		\$10.00-24.99	0	\$0.00	0	1	-100.00%	\$0.00	\$15.46	-100.00%	\$0.00	\$15.46	0%
		\$25.00-49.99	1	\$28.17	3	4	-25.00%	\$118.10	\$141.25	-16.39%	\$39.37	\$35.31	11.48%
		\$50.00-99.99	2	\$103.95	23	10	130.00%	\$1,450.11	\$604.77	139.78%	\$63.05	\$60.48	4.25%
		\$100.00-199.99	1	\$174.75	13	9	44.44%	\$1,694.32	\$1,221.11	38.75%	\$130.33	\$135.68	-3.94%
		\$200.00-499.99	3	\$748.51	6	6	0.00%	\$1,767.53	\$2,215.18	-20.21%	\$294.59	\$369.20	-20.21%
		\$500.00-999.99	1	\$500.00	3	3	0.00%	\$1,983.82	\$2,701.12	-26.56%	\$661.27	\$900.37	-26.56%
		\$1,000.00-9999.99	2	\$3,351.25	4	2	100.00%	\$5,950.10	\$2,489.41	139.02%	\$1,487.53	\$1,244.71	19.51%
		Total:	11	\$4,916.58	53	36	47.22%	\$12,973.93	\$9,393.71	38.11%	\$244.79	\$260.94	-6.19%
9410	Appeal Income												
		\$1.00-9.99	1	\$5.00	5	0	--.-%	\$29.00	\$0.00	--.-%	\$5.80	\$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	2	\$50.00	18	46	-60.87%	\$475.00	\$1,229.41	-61.36%	\$26.39	\$26.73	-1.26%
		\$50.00-99.99	1	\$50.00	13	42	-69.05%	\$650.00	\$2,140.00	-69.63%	\$50.00	\$50.95	-1.87%
		\$100.00-199.99	0	\$0.00	3	28	-89.29%	\$300.00	\$2,900.00	-89.66%	\$100.00	\$103.57	-3.45%
		\$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:	6	\$375.00	48	120	-60.00%	\$1,834.00	\$8,574.41	-78.61%	\$38.21	\$71.45	-46.53%
9412	Canine Mayor												
		\$25.00-49.99	14	\$385.00	14	0	--.-%	\$385.00	\$0.00	--.-%	\$27.50	\$0.00	100.00%
		\$50.00-99.99	2	\$140.00	2	0	--.-%	\$140.00	\$0.00	--.-%	\$70.00	\$0.00	100.00%
		\$100.00-199.99	1	\$100.00	1	0	--.-%	\$100.00	\$0.00	--.-%	\$100.00	\$0.00	100.00%
		\$200.00-499.99	1	\$420.00	1	0	--.-%	\$420.00	\$0.00	--.-%	\$420.00	\$0.00	100.00%
		Total:	18	\$1,045.00	18	0	--.-%	\$1,045.00	\$0.00	--.-%	\$58.06	\$0.00	100.00%
9413	Commemorative Plaque												
		\$200.00-499.99	1	\$350.00	1	0	--.-%	\$350.00	\$0.00	--.-%	\$350.00	\$0.00	100.00%
		Total:	1	\$350.00	1	0	--.-%	\$350.00	\$0.00	--.-%	\$350.00	\$0.00	100.00%
4085	Dog Training Income												
9013	Fur Ball Income												
		\$1,000.00-9999.99	0	\$0.00	0	1	-100.00%	\$0.00	\$1,000.00	-100.00%	\$0.00	\$1,000.00	0%
		Total:	0	\$0.00	0	1	-100.00%	\$0.00	\$1,000.00	-100.00%	\$0.00	\$1,000.00	0%
8520	Gifts and Donations Income												
		\$1.00-9.99	1	\$5.00	1	0	--.-%	\$5.00	\$0.00	--.-%	\$5.00	\$0.00	100.00%
		\$10.00-24.99	8	\$133.50	18	45	-60.00%	\$298.50	\$775.50	-61.51%	\$16.58	\$17.23	-3.77%
		\$25.00-49.99	5	\$148.50	19	50	-62.00%	\$552.06	\$1,472.70	-62.51%	\$29.06	\$29.45	-1.35%
		\$50.00-99.99	11	\$568.57	22	37	-40.54%	\$1,193.82	\$2,102.96	-43.23%	\$54.26	\$56.84	-4.53%
		\$100.00-199.99	2	\$259.00	13	40	-67.50%	\$1,460.01	\$4,442.87	-67.14%	\$112.31	\$111.07	1.11%
		\$200.00-499.99	2	\$550.00	15	11	36.36%	\$3,929.33	\$3,131.83	25.46%	\$261.96	\$284.71	-7.99%
		\$500.00-999.99	0	\$0.00	1	5	-80.00%	\$500.00	\$2,600.00	-80.77%	\$500.00	\$520.00	-3.85%
		\$1,000.00-9999.99	2	\$6,600.00	5	0	--.-%	\$15,350.00	\$0.00	--.-%	\$3,070.00	\$0.00	100.00%
		Total:	31	\$8,264.57	94	188	-50.00%	\$23,288.72	\$14,525.86	60.33%	\$247.75	\$77.27	220.65%
9005	Golf Outing Income												
8530	Honorarium Income												
		\$50.00-99.99	2	\$110.00	2	1	100.00%	\$110.00	\$70.00	57.14%	\$55.00	\$70.00	-21.43%
		\$200.00-499.99	0	\$0.00	1	0	--.-%	\$250.00	\$0.00	--.-%	\$250.00	\$0.00	100.00%
		Total:	2	\$110.00	3	1	200.00%	\$360.00	\$70.00	414.29%	\$120.00	\$70.00	71.43%
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	2	\$50.00	13	4	225.00%	\$385.00	\$115.00	234.78%	\$29.62	\$28.75	3.01%
		\$50.00-99.99	1	\$51.00	6	5	20.00%	\$301.00	\$285.00	5.61%	\$50.17	\$57.00	-11.99%
		\$100.00-199.99	1	\$100.00	7	1	600.00%	\$750.00	\$100.00	650.00%	\$107.14	\$100.00	7.14%
		\$200.00-499.99	1	\$200.00	3	1	200.00%	\$650.00	\$250.00	160.00%	\$216.67	\$250.00	-13.33%
		\$500.00-999.99	0	\$0.00	0	3	-100.00%	\$0.00	\$1,720.00	-100.00%	\$0.00	\$573.33	0%

		\$1,000.00-9999.99	0	<u>\$0.00</u>	1	1	0.00%	<u>\$1,000.00</u>	<u>\$1,000.00</u>	0.00%	\$1,000.00	\$1,000.00	0.00%
		Total:	5	<u>\$401.00</u>	37	17	117.65%	<u>\$3,211.00</u>	<u>\$3,510.00</u>	-8.52%	\$86.78	\$206.47	-57.97%
9403	MISC - Commemorative Brick												
9404	Misc - Extra Gift from thank you												
		\$10.00-24.99	3	<u>\$30.00</u>	3	0	--.-%	<u>\$30.00</u>	<u>\$0.00</u>	--.-%	\$10.00	\$0.00	100.00%
		\$25.00-49.99	5	<u>\$140.00</u>	12	0	--.-%	<u>\$360.00</u>	<u>\$0.00</u>	--.-%	\$30.00	\$0.00	100.00%
		\$50.00-99.99	0	<u>\$0.00</u>	7	0	--.-%	<u>\$350.00</u>	<u>\$0.00</u>	--.-%	\$50.00	\$0.00	100.00%
		\$100.00-199.99	0	<u>\$0.00</u>	2	0	--.-%	<u>\$200.00</u>	<u>\$0.00</u>	--.-%	\$100.00	\$0.00	100.00%
		Total:	8	<u>\$170.00</u>	24	0	--.-%	<u>\$940.00</u>	<u>\$0.00</u>	--.-%	\$39.17	\$0.00	100.00%
9401	MISC - Fill the Van												
		\$10.00-24.99	0	<u>\$0.00</u>	0	2	-100.00%	<u>\$0.00</u>	<u>\$22.00</u>	-100.00%	\$0.00	\$11.00	0%
		\$25.00-49.99	0	<u>\$0.00</u>	0	1	-100.00%	<u>\$0.00</u>	<u>\$25.00</u>	-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%
		\$500.00-999.99	1	<u>\$684.22</u>	1	0	--.-%	<u>\$684.22</u>	<u>\$0.00</u>	--.-%	\$684.22	\$0.00	100.00%
		Total:	1	<u>\$684.22</u>	1	5	-80.00%	<u>\$684.22</u>	<u>\$247.00</u>	177.01%	\$684.22	\$49.40	1,285.06%
9402	MISC - Sentry Cares												
9400	Miscellaneous Income												
		\$100.00-199.99	0	<u>\$0.00</u>	1	6	-83.33%	<u>\$150.00</u>	<u>\$625.00</u>	-76.00%	\$150.00	\$104.17	44.00%
		\$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	7	-85.71%	<u>\$150.00</u>	<u>\$1,025.00</u>	-85.37%	\$150.00	\$146.43	2.44%
9411	Newsletter Gift												
		\$1.00-9.99	1	<u>\$1.00</u>	1	0	--.-%	<u>\$1.00</u>	<u>\$0.00</u>	--.-%	\$1.00	\$0.00	100.00%
		\$10.00-24.99	11	<u>\$160.00</u>	11	0	--.-%	<u>\$160.00</u>	<u>\$0.00</u>	--.-%	\$14.55	\$0.00	100.00%
		\$25.00-49.99	28	<u>\$720.00</u>	28	0	--.-%	<u>\$720.00</u>	<u>\$0.00</u>	--.-%	\$25.71	\$0.00	100.00%
		\$50.00-99.99	13	<u>\$675.00</u>	13	0	--.-%	<u>\$675.00</u>	<u>\$0.00</u>	--.-%	\$51.92	\$0.00	100.00%
		\$100.00-199.99	7	<u>\$710.00</u>	7	0	--.-%	<u>\$710.00</u>	<u>\$0.00</u>	--.-%	\$101.43	\$0.00	100.00%
		\$200.00-499.99	2	<u>\$450.00</u>	2	0	--.-%	<u>\$450.00</u>	<u>\$0.00</u>	--.-%	\$225.00	\$0.00	100.00%
		Total:	62	<u>\$2,716.00</u>	62	0	--.-%	<u>\$2,716.00</u>	<u>\$0.00</u>	--.-%	\$43.81	\$0.00	100.00%
9003	PAWS Income												
		\$10.00-24.99	1	<u>\$10.00</u>	1	0	--.-%	<u>\$10.00</u>	<u>\$0.00</u>	--.-%	\$10.00	\$0.00	100.00%
		Total:	1	<u>\$10.00</u>	1	0	--.-%	<u>\$10.00</u>	<u>\$0.00</u>	--.-%	\$10.00	\$0.00	100.00%
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	1	<u>\$50.00</u>	3	13	-76.92%	<u>\$175.00</u>	<u>\$725.00</u>	-75.86%	\$58.33	\$55.77	4.60%
		\$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%
		\$1,000.00-9999.99	1	<u>\$1,000.00</u>	1	0	--.-%	<u>\$1,000.00</u>	<u>\$0.00</u>	--.-%	\$1,000.00	\$0.00	100.00%
		Total:	2	<u>\$1,050.00</u>	5	21	-76.19%	<u>\$1,200.00</u>	<u>\$1,280.00</u>	-6.25%	\$240.00	\$60.95	293.75%
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:	149	\$20,592.37	351	396	-11.36%	\$49,376.87	\$39,625.98	24.61%	\$140.67	\$100.07	40.58%

Calendar — Multi-Year Trend Analysis
5/12/2014

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
2009	Gifts: 32 \$3,205.00 \$100.16	Gifts: 43 \$2,548.42 \$59.27	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: 58 \$5,515.64 \$95.10	Gifts: 41 \$13,369.36 \$326.08	Gifts: 487 \$29,593.62 \$60.77	Gifts: 984 \$100,442.60 \$102.08
2010	Gifts: 113 \$17,223.94 \$152.42	Gifts: 83 \$7,094.03 \$85.47	Gifts: 53 \$3,739.70 \$70.56	Gifts: 37 \$4,086.13 \$110.44	Gifts: 43 \$3,782.38 \$87.96	Gifts: 54 \$21,485.11 \$397.87	Gifts: 48 \$3,967.59 \$82.66	Gifts: 69 \$6,831.80 \$99.01	Gifts: 106 \$18,877.40 \$178.09	Gifts: 59 \$5,242.94 \$88.86	Gifts: 127 \$9,287.26 \$73.13	Gifts: 379 \$24,803.40 \$65.44	Gifts: 1171 \$126,421.68 \$107.96
2011	Gifts: 97 \$17,445.44 \$179.85	Gifts: 63 \$5,276.25 \$83.75	Gifts: 46 \$11,546.66 \$251.01	Gifts: 52 \$14,701.69 \$282.72	Gifts: 53 \$4,235.70 \$79.92	Gifts: 45 \$8,578.99 \$190.64	Gifts: 46 \$4,241.53 \$92.21	Gifts: 74 \$7,148.32 \$96.60	Gifts: 53 \$13,788.92 \$260.17	Gifts: 68 \$7,970.33 \$117.21	Gifts: 247 \$18,769.39 \$75.99	Gifts: 358 \$25,666.86 \$71.70	Gifts: 1202 \$139,370.08 \$115.95
2012	Gifts: 73 \$7,277.48 \$99.69	Gifts: 44 \$3,302.80 \$75.06	Gifts: 39 \$2,432.30 \$62.37	Gifts: 46 \$12,273.64 \$266.82	Gifts: 35 \$4,663.30 \$133.24	Gifts: 109 \$17,246.86 \$158.23	Gifts: 68 \$5,837.29 \$85.84	Gifts: 65 \$10,696.47 \$164.56	Gifts: 56 \$15,391.28 \$274.84	Gifts: 85 \$14,626.64 \$172.08	Gifts: 53 \$5,264.50 \$99.33	Gifts: 358 \$34,367.10 \$96.00	Gifts: 1031 \$133,379.66 \$129.37
2013	Gifts: 191 \$17,228.47 \$90.20	Gifts: 63 \$4,487.32 \$71.23	Gifts: 69 \$8,250.77 \$119.58	Gifts: 75 \$9,659.42 \$128.79	Gifts: 70 \$18,438.15 \$263.40	Gifts: 191 \$15,266.08 \$79.93	Gifts: 90 \$17,784.86 \$197.61	Gifts: 65 \$14,608.57 \$224.75	Gifts: 292 \$35,263.87 \$120.77	Gifts: 144 \$13,284.21 \$92.25	Gifts: 303 \$15,234.14 \$50.28	Gifts: 435 \$57,001.20 \$131.04	Gifts: 1988 \$226,507.06 \$113.94
2014	Gifts: 94 \$10,530.81 \$112.03	Gifts: 62 \$8,662.43 \$139.72	Gifts: 48 \$9,591.26 \$199.82	Gifts: 150 \$20,592.37 \$137.28	Gifts: 31 \$5,979.31 \$192.88								Gifts: 385 \$55,356.18 \$143.78

Summary	
Total Donors	3,256
Total Gifts	6,761
Total Amount	\$781,477.26
Avg Amount	\$115.59

Gifts of \$100 or greater received in April 2014

Date	Source	Amount	Gift Type
4/3/2014	Walk for Wags	\$500.00	Check
4/3/2014	Newsletter Gift	\$100.00	Check
4/3/2014	Canine Mayor	\$420.00	Check
4/3/2014	Newsletter Gift	\$100.00	Check
4/3/2014	Appeal Income	\$250.00	Check
4/3/2014	Newsletter Gift	\$100.00	Check
4/5/2014	Angel Gift Supplies	\$1,796.00	Gift Angel
4/5/2014	MISC - Fill the Van	\$684.22	Cash
4/13/2014	Angel Gift Supplies	\$258.53	Gift Angel
4/14/2014	Gifts and Donations Income	\$250.00	Check
4/14/2014	Newsletter Gift	\$100.00	Check
4/14/2014	Gifts and Donations Income	\$3,000.00	Check
4/14/2014	Spay & Neuter Income	\$1,000.00	Check
4/16/2014	Newsletter Gift	\$200.00	Check
4/16/2014	Memorial Income	\$200.00	Check
4/16/2014	Newsletter Gift	\$100.00	Check
4/16/2014	Memorial Income	\$100.00	Check
4/16/2014	Gifts and Donations Income	\$3,600.00	Check
4/16/2014	Gifts and Donations Income	\$300.00	Check
4/16/2014	Commemorative Plaque	\$350.00	Cash
4/19/2014	Newsletter Gift	\$250.00	Check
4/21/2014	Angel Gift Supplies	\$245.00	Gift Angel
4/21/2014	Newsletter Gift	\$100.00	Check
4/24/2014	Gifts and Donations Income	\$159.00	Check
4/24/2014	Angel Gift Supplies	\$500.00	Gift Angel
4/24/2014	Newsletter Gift	\$110.00	Check
4/24/2014	Angel Gift Supplies	\$244.98	Gift Angel
4/24/2014	Angel Gift Supplies	\$1,555.25	Gift Angel
4/24/2014	Gifts and Donations Income	\$100.00	Check
4/24/2014	Canine Mayor	\$100.00	Check
4/25/2014	Angel Gift Supplies	\$174.75	Gift Angel
Grand Total		\$16,947.73	

Humane Society of Portage County Animal Control Report
01/01/2014 -12/31/2014 YTD (thru April 2014)

Municipality	# Complaints	# Bites	# RAL	Barking Dog	Mistreat	Rescue	Stray (HO Pick Up)	Vicious Dog
Other	1	0	0	0	0	0	1	0
Stevens Point	31	6	16	7	3	2	33	0
T. Alban	1	0	1	0	1	0	1	0
T. Almond	11	0	2	2	1	0	0	0
T. Amherst	3	0	1	0	1	0	3	0
T. Belmont	0	1	0	0	0	0	1	0
T. Buena Vista	0	0	0	0	0	0	0	0
T. Carson	2	0	0	0	0	0	1	0
T. Dewey	1	0	0	0	0	0	3	0
T. Eau Pleine	1	1	1	0	1	0	0	0
T. Grant	3	1	2	0	0	0	3	0
T. Hull	9	1	4	0	3	0	2	0
T. Lanark	6	1	7	0	2	0	3	0
T. Lindwood	1	0	1	3	0	0	2	0
T. New Hope	0	0	0	0	0	0	0	0
T. Pine Grove	4	0	3	0	1	0	7	0
T. Plover	4	0	9	1	0	0	2	0
T. Sharon	2	0	0	0	1	0	1	0
T. Stockton	11	2	5	0	2	0	12	1
V. Almond	2	0	0	0	2	0	1	0
V. Amherst	0	0	0	0	0	0	3	0
V. Amherst Junction	3	0	2	0	0	0	0	0
V. Junction City	0	0	0	0	0	0	0	0
V. Nelsonville	0	0	0	0	0	0	0	0
V. Park Ridge	0	0	0	0	0	0	0	0
V. Rosholt	0	0	1	0	0	0	0	0
V. Whiting	2	0	0	0	0	1	0	0
T. Bevent	0	0	0	0	0	0	0	0
V. Plover	18	10	6	1	2	1	14	0
Total	116	23	61	14	20	4	93	1

APRIL 2014 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 April 0 Canines had medical/health problems and 2 behavioral concerns. 7 Feline had medical/health problems and 5 had behavioral/ferel 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	22	37	0	2	0	0	0	61		
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	63	99	0	3	0	0	6	171		
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	8	30	0	4	1	0	1	44		
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	39	67	0	8	4	6	2	126		
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	18		4	6	11	0	17	0	0	56
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	112		6	7	22	0	97	0	0	244

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	20	0	0	29	2	0	0	0	0	51
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	58	1	1	50	8	0	2	1	0	121

Dental health program

BOARD OF DIRECTOR'S MEETING
MAY 14, 2014

KHRYSE FLUGAUR
LEAD CERTIFIED VETERINARY TECHNICIAN
HUMANE SOCIETY OF PORTAGE COUNTY

Dental disease

- 70-85% of pets over the age of 2 have some form of dental disease.
- Signs of dental disease include:
 - » Bad breath
 - » Yellow, brown, or discolored teeth
 - » Loose teeth
 - » Red, inflamed gums
 - » Swollen mouth, jaws, or gums
 - » Doesn't play with chew toys as often
 - » Pain when eating

Dental disease

- If left unidentified or untreated it can cause:
 - Heart problems (including vegetative growths on heart valves)
 - Liver damage
 - Kidney damage

Life-long relationship

- Adopting an animal from HSPC is a lifelong commitment.
- We also feel that we should be starting that friendship out on a HEALTHY paw!
- Dental health is just as important as other aspects of health.

Dental prophylaxis (cleaning)

- Dental prophylaxis are performed by HSPC Certified Veterinary Technician's once a dental issue is recognized during our routine medical evaluation of each animal that enters the facility.

Dental prophylaxis

- Must be performed under general anesthesia.
- Only performed after other medical conditions have been cleared due to risk associated with anesthesia.
- Are performed PRIOR to adoption.
- Are limited to Wednesday surgery day (when our primary veterinarian is here).
- Maximum of 2 dental prophylaxis on a surgery day due to time requirement.

Extractions

- **Removal of teeth (extractions)**
 - Is performed by DVM except for simple, single root extractions can be performed by CVT
 - Removal of retained deciduous teeth (baby teeth)
 - Multi-root tooth removal(s) are only performed if the periodontal ligament is already loose, otherwise these dental cases are referred to outside veterinary clinics due to need of a dental drill.

Dental prophylaxis

- **What happens during a dental cleaning?**
 - Patients are given medication to induce anesthesia and intubated to protect airway and maintained on anesthetic gas/oxygen.
 - Teeth/mouth are examined and charted.
 - Before pictures are taken.
 - Teeth are cleaned with an ultrasonic cleaner.
 - Necessary extractions are performed.
 - Teeth are polished.
 - After pictures are taken.

Dental prophylaxis

- **What happens during a dental cleaning?**
 - If necessary, antibiotics and pain medications are started intra-op and continued post-op
 - Patient is placed in recovery and monitored.
 - Before and after pictures are placed in a collage and included in the medical record along with the surgery report and feline/canine oral exam report.

Adoption

- After a dental prophylaxis has been performed, the adoption coordinator places a sign outside of the patient's kennel alerting potential adopters to the services performed and the value of the service (\$500-\$1000).
- At adoption a handout is given discussing home care options to maintain dental health.
- Medical records including the surgery report and oral exam report are included at adoption.

Roxette A/D 14064



Cookie A/D 14053



Sanders A/D 14062



Matt A/D 14023



Dewey A/D 14045



Bama A/D 14083



Ozzie A/D 14049



Tido A/D 14038



Bottom line

- Shelter costs – start-up
 - Dental unit
 - ✦ Which included ultrasonic scaler and polisher, portable water tank, 2 scaler tips, rubber prophyl cups and prophyl paste
 - ✦ **\$1361.91 DONATED**
 - Winged elevators (1mm, 3mm) for extractions
 - ✦ **\$18.00 each**
 - 2 shelf equipment cart
 - ✦ **\$259.00 DONATED**

Bottom line

- Continuing cost
 - Staff costs (2 CVT's –one to monitor anesthesia and one to perform dental prophyl, DVM for extractions)
 - Dental scaler tips
 - ✦ **\$31.95**
 - Prophyl paste
 - ✦ **\$12.38/100**
 - Rubber prophyl cups
 - ✦ **\$30.00/144**
 - Distilled water
 - ✦ **\$2.00/gallon**

Grant application

- Currently writing a grant application to cover the cost of:
 - Winged elevators (2mm & 4mm) to complete our set
 - Small dental extractor
 - ✦ Grant includes request for other needed anesthetic equipment and monitoring equipment

Wish list

- Our wish list currently includes a drill for dental extractions
 - Estimated costs for drill and drill bits is \$300-\$500

Thank you for your time!

WE ARE VERY PLEASED TO BE OFFERING THIS NEEDED MEDICAL INTERVENTION FOR OUR SHELTER PATIENTS.

FEEDBACK FROM OUR ADOPTERS SHOW THEY ARE IMPRESSED TO LEARN OF THE HIGH QUALITY OF SERVICES PROVIDED TO THEIR NEW FAMILY MEMBER!