



Independent Cat Society
Board of Directors Meeting Agenda
June 6, 2016, 6:21 pm – 7 pm
Purdue North Central Room LSF170A

Present: Board Members- Staci Trekles, Joan Hildebrand, Jen Stall, Kay Vasquez, Judy Dean, Natalie Cebulski, Jocelyn Vereb
Committee Chair/ Medicator Supervisor – Carol Abshire
Absent: Diana Foster, Jason Petrovich

Call to Order

1. Welcome and President's remarks
2. NOTE: Next meeting July 11 due to 4th of July holiday

*****Motion** to move Board into closed Executive Session. Motion 2nd & carried.
Topic: Employee Behavior and compliance with Goals and Philosophy of the ICS.

***** Motion** to Adjourn Executive Session. Motion 2nd and carried.

Adjournment of Executive Session at 7 pm

7 pm: Regular Board meeting commenced

2. Consent Agenda

- 1. Approval of reports and minutes**
5-2-16 Meeting: Minutes approved as submitted
- 2. Review of month of email motions and acceptance**
 1. none
- 3. Approval of Committee Reports**
 1. Treasurer's Report and Finance Committee Report (Natalie Cebulski)
 2. PR and Communications (?)
 3. Fundraising (Lori Hlinsky)
 4. Health and Wellness (Carol Abshire/Paulette Gonzalez)
 5. Volunteers (Judy Dean/Diana Foster)
 6. Membership (Jocelyn Vereb)
 7. Foster Care (Donna Daniel)
 8. Adoptions (Joan Hildebrand/Roberta Jocius)
 9. Admission (Paulette Gonzalez)
 10. TNR (Connie Szawara)
 11. Human Resources (Stephanie Bradsky)
 12. Technology (Staci Trekles)
 13. Sponsor-A-Cat (Carol Abshire)
 14. Grants (Roberta Jocius)

Committee Minutes approved as submitted. Committee's missing include Membership, PR, Human Resources and Fundraising.

Question to Public Relations regarding inclusion of Marketing of ICS. It was suggested by Judy Dean that all the positive comments received by former adoptive owners be printed both in the Mews letter and on formal printed brochures distributed by ICS. Staci Trekles mentioned that Brochure Templates are available & info can be added. Judy offered to help Jocelyn Vereb until a new Chair is appointed.

Judy Dean offered to help PR determine a yearly schedule of events/activities for the remainder of 2016 with potential info for 2017

4. Announcements and items for information

Security Code for Shelter has been changed. Please contact Joan Hildebrand for further information

3. Action Agenda

1. Old business

1. Building committee update
Board reviewed and discussed the report of the current Bldg committee submitted by Natalie Cebulski. Board determined the committee is 'on target' as to the plan and the suggestions to implement concurrent activities commence.
Judy Dean offered to contact acquaintance regarding Committee's request for artist drawing of proposed Shelter.
2. Endowment Fund discussion (Unity Foundation visit with Roberta and Staci)
Unity Board and ICS Board meeting occur on the same day and time of each other. Discussed was the intent to have current and future donors submit their building donations to the Unity Foundation thus increasing the current balance. Other questions to be answered by the Unity Foundation representatives in the near future.

3. Updates

1. TNR reporting:
Natalie Cebulski, Treasurer continues to receive information regarding the TNR numbers from Dr. Fehrs.
2. Advertising on WE FM Michigan City radio community showcase:
Several e-mails sent to the Radio station by Judy Dean. Station contact has not responded. A formal letter with the proposed ad and ICS's intended advertising needs was sent to the Radio Station
3. Tree Removal:
Judy Dean reported that one Tree Removal vendor quoted \$8,000 to remove the 12 trees marked by Bill Foster
Kay Vasquez commented that two volunteers offered to perform yard maintenance. She will follow up to determine if they are able to remove the trees.

2. New Business

1. Shelter Security

The Board discussed the status of current ICS Key Holders and determined

1. there is a strong possibility that current Keys be in the possession of those no longer valid volunteers and
- 2 that although the current process of record keeping is valid for those volunteers receiving Keys since 2015, many volunteers have not responded of they do or do not have keys.

***** Motion** to replace all Shelter Locks etc and have non-duplicated Keys made. L Motion 2nd and passed.

3. Board identified specific Groups who would receive new Keys. These include the following:
 - Board Members
 - Committee Chairs
 - Employees
 - Dorothy Ripperdan (Orients Room Parents)
 - Marti Rukavina (Daily Computer Data Entry)
 - Master Keys

- Judy Dean (extra Keys for new members to the above groups)
- 4. Judy Dean will continue to maintain the records of ICS Key Holders
- 5. Jen Stall will contact a Key Service provider once total numbers are received from Judy Dean.
- 6. Joan H. will distribute new keys to all employees.
- 7. Judy Dean will distribute new Keys to other identified Key holders. Date & time to be determined

Adjournment: 8: 30 pm

Next Meeting: Monday July 11, 2016 due to July 4th Holiday
6-8 pm
PNC – Library Student Bldg Rm A 170 (1ST FLOOR CAFETERIA MTG RM...INSIDE
CAFETERIA)

Respectfully submitted,

Judith Dean

Judy Dean, ICS Recording Secretary