



Independent Cat Society
Board of Directors Meeting Agenda
August 3, 2015, 6:00pm
Purdue North Central Room LSF60

1. **Call to Order**
 1. Welcome and President's remarks
2. **Consent Agenda**
 1. **Approval of reports and minutes**
 1. 7-6-15 Meeting – seconded and approved
 2. **Review of month of email motions and acceptance**
 1. none
 3. **Approval of Committee Reports - approved**
 1. Treasurer's Report and Finance Committee Report (Natalie Cebulski) - yes
 2. PR and Communications (Dorothy Ripperdan) - no
 3. Fundraising (Lori Hlinsky) - no
 1. Lori needs help with the Coffee event this Saturday transporting cats – please contact her if you need help
 4. Health and Wellness (Carol Abshire/Paulette Gonzalez) - yes
 5. Volunteers (Judy Dean/Diana Foster) - yes
 6. Membership (Kathy Nielsen/Jocelyn Vereb) - no
 7. Foster Care (Diane Buche) - yes
 8. Adoptions (Joan Hildebrand/Roberta Jocius) - yes
 9. Admission (Paulette Gonzalez) - yes
 10. TNR (Connie Szawara) - no
 11. Human Resources (Susan Contri) - no
 12. Technology (Staci Trekles) – no
 1. iPet Companion device was got through a grant through Treehouse; this is a webcam that allows people to tune in to watch the cats
 2. They will also help us streamline our website to accommodate the webcam
 13. Sponsor-A-Cat (Carol Abshire) - yes
 14. Grants (Roberta Jocius) - yes
 4. **Announcements and items for information**
3. **Action Agenda**
 1. **Old business**
 1. PNC Intern Micaela Hackett
 1. Provided training on communication styles and the research as the outcome of her internship
 2. Communication is a universal need, and we could all use some help in improving communication, which in turn will help us get our work done more effectively
 3. Micaela created a PowerPoint training manual, along with a brochure and checklist for communicating with the public for people that want to give up their cats
 4. Materials presented will be taken to use with constituent groups (staff, volunteers, adoption counselors)
 2. Recording Secretary position – Judy Dean will continue service until November; there will be 5 positions on the board open at the November election
 3. Building committee update
 1. Roberta and Diane met with Morton Buildings; worked on their design plan to get a baseline plan to share with them
 2. They will return with a proposal in 2 weeks, looking at about \$160-\$180 per square foot (total proposal could cost about \$2 million)- this is turnkey price, with all finishing done
 3. Shell and finishing ourselves through phases is another option, might include phases of reception wing, cat wing, etc
 4. Square footage per cat is a concern – must be 18 sqft area

5. Would prefer sunlight at all times throughout the day for the cats; runs may be a concern however, as they may be additionally expensive, and may also expose cats more to heartworm and fleas; expressed that there may be some major disadvantages to screened runs; there may also be some ways to mitigate exposure to bugs with high-strength steel, different procedures, welded wire fencing/screens, etc
 6. Might be able to save money through volunteer labor
 7. Also working on a business plan to sustain the new building and fundraise for it; must be able to be consistently in the black whereas right now, we are operating very lean and over budget each month
 8. Should be the goal to work toward reducing length of stay, reducing population, increasing efficiencies before the building is built
 9. Note Judy Dean's board manual – all board members should be working toward the fundraising goals even though this was not in the manual specifically
 10. Suggested to have board member and committee chair business cards for each member, that may have name/phone/email plus mission statement
 11. Suggested to revisit our membership in the Valparaiso or Portage chamber of commerce
4. Veteran adoption project update
 1. Judy contacted 88 veteran's agencies with information about our free adoption opportunities to veterans; send brochure and flyer to a number of veteran agencies, restaurants, clubs, etc
 2. Veterans do need to go through regular review process
 3. Applies to one cat? Adoptions committee needs to review the policy - suggestion for the Review committee to review the policy and communicate to all counselors
 5. Assisted spay/neuter program update – no new vets added – Gast, All Creature Features are currently on the list, Maple City may be joining
 6. Linda Harper workshop update – **all board members are encouraged to attend August 4 1-4pm in LSF-02!**
 7. Budget – vet care update from Cat Care
 1. Average of the three out of four last years is being used as the budget target for this year
 2. Vet Care is still a financial problem; Carol and Paulette will continue to talk about how to manage vet care costs
 3. Control vs. actual numbers is important and must be stressed; some medicators have been stressing the need to go to the vet, take rechecks more often, not necessarily prioritizing properly
 4. Cat Care committee needs to get more involved in controlling costs through controlling disciplinary issues with medicaors
 8. Kitten care packages for vote
 1. Tabled for vote, \$22 raised so far
2. **New Business**
 1. AmeriCorps application
 1. Due August 7
 2. Can get an AmeriCorps member for a limited amount of time (300 hours) to promote and grow the adoptions program
 3. Some questions were raised, are we on the hook for the money even if it doesn't work out? No, it would appear that the position is advertised as any open position would be – applicants apply and will be interviewed by us, but they must also go through the AmeriCorps training upon getting hired
 2. Cat Care meeting schedule question
 1. Due to Paulette's schedule, she was unable to do Sundays; Carol will talk to the employee who brought up a concern about not being able to attend due to the schedule change
 3. Rainbow Bridge Garden

1. Making a ton of headway thanks to Bill Foster, now know where and how to order bricks
2. Problem with a brick that needed to be corrected, another that was ordered a long time ago and was not ordered
3. Need to do a better job; Bill and Diana are taking over the project and will take up the ordering and installing on a more regular basis – order for 800 bricks will cover the walkway completely (about \$1 per brick, will be ordering from a company in Niles, MI)
4. Cleanup day idea for September offered; will try to organize with people interested in groundskeeping
4. Employee raises
 1. Two approved, one tabled (closed meeting – minutes available on request)
5. Upcoming November election – begin seeking candidates
 1. Vice President (Judy can run once more)
 2. Corresponding Secretary (Carol can run again)
 3. 2 at-large positions (Diana and Jen can both run again)
 4. Recording Secretary (Judy D. will vacate in November)

3. Open Discussion

4. Adjournment