



Independent Cat Society
Board of Directors Meeting Agenda
August 4, 2014, 6:00pm
Purdue North Central Room LSF60

1. Call to Order - 6:10pm

1. Welcome and President's remarks

Present	Absent	Guests
Staci Trekles		
Judy Lindmark		
Jen Stall		
Gail Freidan		
Judy Dean	x	
Joan Hildebrand		
Carol Albrecht		
Diana Foster		
Natalie Cebulski		

2. Consent Agenda

1. Approval of reports and minutes

1. 7-7-14 Meeting - approved

2. Review of month of email motions and acceptance

1. none

3. Approval of Committee Reports (all reports in full will be available with meeting minutes online) - all approved

1. Treasurer's Report and Finance Committee Report (Natalie Cebulski)
2. PR and Communications (Dorothy Ripperdan)
3. Fundraising (Lori Hlinsky)
4. Health and Wellness (Jen Stall/Paulette Gonzalez) - NR
5. Volunteers (Judy Dean/Diana Foster)
6. Membership (Kathy Nielsen)
7. Foster Care (Melissa Petrovich/Diane Buche) - NR
8. Adoptions (Joan Hildebrand/Roberta Jocius)
9. Admission (Paulette Gonzalez)
10. TNR (Connie Szawara) - NR
11. Human Resources (Susan Contri) - NR
12. Technology (Staci Trekles)
13. Sponsor-A-Cat (Carol Abshire)
14. Grants (Roberta Jocius)

Committee	Accepted	Not Accepted	No Report
Admission: Paulette Gonzales & Joan Hildebrand	X		
Adoption: Joan Hildebrand	X		
Health & Wellness: Jen Stall & Paulette Gonzales			X
Foster Care: Diana Foster			X
Fundraising: Lori Hlinsky	X		
Grants: Roberts Jocius	X		
Human Resources: Susan Contri			X
Membership: Kathy Nielsen	X		
Shelter Report/Cat Intake/Output	X		

Public Relations; Dorothy Ripperdan	X		
Technology: Staci Trekles	X		
Volunteer: Judy Dean	X		
Sponsor a Cat			X

4. Announcements and items for information

1. November elections – open positions will be President, Treasurer, Recording Secretary, 2 board positions
 1. Nominating committee needs to be put together – currently Roberta, Cate and Jill W. from last year on committee – they will be asked to do this again – Names must be submitted by October
2. Monday September 8 Board Meeting (not first Monday due to Labor Day)
3. October meeting – Judy L. will run the meeting

3. Action Agenda

1. Old business

1. Policy and procedure manual ad-hoc subcommittee updates? – no update
2. Continuing fundraising discussion? – going after more grants, Judy is talking to another potential corporate donor,
3. Continuing building fund discussion – call for vote on proposal from Cate Amador was tabled and will now be revisited
 1. Jen – received a verbal proposal from an acquaintance, did not have answers to all of his questions but they were simpler questions – how big was the building, what did we want, how much money did we have, how were we getting the rest?
 2. Anyone we hire will include in their job fees some of the items that Doug would charge for including permits, specs at the county, etc – the person that she talked to said he would do that; she did show him the proposal and the Shelter Planner report; recommendation was a steel building with whatever size and finish we’d like; he felt that the shelter planner report was extremely high in cost for our needs – he recommended that after the structure is up, going with a separate contractor for the inside if we wished
 3. He did not see anything wrong with the structure of our building currently, suggested possibly going up and getting a second level – might be the most bang for our buck
 4. No figures were discussed at that initial meeting but he would be willing to get a mock bid for us; we do have to know what we want before someone can really build a plan for us; he suggested not wasting money but instead put everything we have into the inside of the building
 5. Roberta shared some plans done in the 1990s to show a second story or to add to the existing gift shop – both plans are presented
 6. Roberta also went to the LaPorte county board of health to discover the septic system setup that we currently we have – we have a very high-end septic system, actually – the “Cadillac” of septics – and she now has an idea of the field location – directly behind the main building with the main tank and there is a second field that can be switched between – beyond the septic is a wetlands pond where the overflow goes into – the wetlands needs to be maintained and cannot be built on; company that did the work is considered the experts in the area, and they can come out to take a look at any time; head county employee said that if we are not significantly changing the number of employees or expected water usage we should be just fine – even adding a second washer would not necessarily change things if it was energy star – plans for building would have to approved by county and state anyhow so we would be told about the need for different permits, septic updates, etc – we don’t know what the state will say until we have a plan
 7. Roberta shared the Shelter Planners concept plans – their suggestion was 5500 sqft – we would need another 3000 feet to get to that (we have about 2640 - 44x60 building); Guy Jocius provided a rough cost estimate – low end is \$73000, high end is \$119000 which would be a new 2000 sqft building (approx. 30x60)

8. Next steps – think about what we need versus what do we want and develop a list – three main ideas are to go either: put up a new building that’s smaller (steel building), or just renovate the existing building – add on to GS or main shelter with clinic and office space
9. Consistent care for the building would have to come into play no matter what – we would need to ensure that there is a commitment to keeping it maintained
10. Size of shelter would be determined to some extent on operating budget and number of cats housed
11. Other estimates may be considered – Morton Buildings in Wanatah; we will also need to stake out the building location or addition location; suggested that contractors and architects may charge less than \$6000 significantly
12. The committee will need to offer to all members including those with vested interest such as Dr. Fehrs and Connie that they can provide input into adding a new structure/addition
13. Suggestion to build a pole barn first that’s empty and build as we go
14. Also suggested to look at Rebuilding Together programs and Habitat for Humanity projects but we need a plan first
15. **For Action:** Committee (Jen and Roberta) has been asked to rejoin with Cate and discuss further plans to investigate options – other estimates, how much can we get for our \$25k; in the meantime the board needs to look at their wishlist and other options they feel are needed – look at other shelters (road trip to Treehouse)
4. Adoptions discussion – further thoughts?
 1. Experimenting with every other Friday late adoption hours currently

2. New Business

1. Foster care update - Early Spay/Neuter (Diane B. when she comes back from vacation – tabled for now)
2. Medication procedures
 1. Medicators are following new procedures for accounting for medications used
 2. New locking cabinet needs to be found and purchased – Judy will be asked about new medical cabinet options
 3. Security system is another option – upgrade in system needed and we can call Martin Security for quote
3. Policies for facilities renovation
 1. ***All volunteers must present a complete plan for minor building renovations to the board before – all volunteers will be asked via email to present plans to the board before making changes to any part of the building***

3. Open Discussion

4. Adjournment: 8:05pm

Respectfully submitted,

Staci Trekles and Diana Foster
Recording Secretary pro tem

Minutes