

UPPER PENINSULA ANIMAL WELFARE SHELTER

BOARD OF DIRECTORS MEETING

Monday, January 28, 2019 / 6 pm. / Community Room / Upper Peninsula Animal Welfare Shelter

Mission:

Our mission is to improve the quality of life and welfare for domestic animals and to provide a safe haven while finding lifelong homes for the animals in our care. We embrace the No Kill* philosophy, seeking to end the euthanasia of healthy and treatable animals.

Vision:

A community where there are no homeless, neglected or abused animals, and where everyone understands and practices the level of commitment and responsibility that pet guardianship entails.

Agenda

1. Call to Order/Attendance
2. Public Comment
3. Approval of Agenda
4. Mission Moment - Bob
5. Approval of Minutes
 - a. December 17 - Regular Meeting Minutes
 - b. December 17 - Closed Session Meeting Minutes
 - c. January 14 - Ratify Board Work Session Vote on Insurance
6. Unfinished Business
 - a. New Shelter Construction Update
 - b. Recommendation from Finance Committee - 2019 Operating Budget
 - c. Legacy Fundraising Plan / Giving Grid
 - d. Update on Snowfield Road property
7. New Business
 - a. Recommendation from Finance Committee - Dixon Estate
 - b. UPAWS Grand Opening date
 - c. Board Committee Matrix Review - Vacant Chair Strategic Planning Committee
 - d. Timeline for UPAWS Strategic Plan
8. Communications
9. President's Report
10. Treasurer's Report
11. E.D./Capital Campaign Manager's Report
 - a. Shelter Manager's Report
 - b. Volunteer/Community Relations Coordinator's Report
12. Committee Reports
 - a. Board Development Committee Report (Bob) - No report for January.
 - b. Finance Committee Report (Joan)
 - c. Fundraising Committee Report (Amber)
 - d. Strategic Planning Committee Report - No report for January
 - e. Personnel Committee Report (Kathy)
 - f. Policy / Bylaw Committee Report (Colleen)
 - g. Donor Development (Ad Hoc) (Reva)

h. Capital Campaign (Ad Hoc) (Christian)

13. Public Comment

14. Board Comment

15. Closed Session

16. Adjournment

Next Board Meeting Date: February 25, 2019

UPPER PENINSULA ANIMAL WELFARE SHELTER (UPAWS)
BOARD OF DIRECTORS MEETING
Monday, December 17, 2018
Ampersand – Conference Room

PRESENT: Kathy Leone, President, Dr. Scott Jandron, Vice-President, Joan Mulder, Treasurer, Colleen Whitehead, Secretary, Jim Kinnunen, Board Member, Reva Laituri, Board Member, Bob Stephenson, Board Member, Amber Talo, Board Member, Christian Verardi, Board Member, Kori Tossava (Capital Campaign Manager), and Ryan Poupore (Shelter Manager)

ABSENT: Dr. Karen Duquette, Board Member (unexcused)

GUESTS: Crystal Swanson, Alex Petrin, Lynn Andronis

1) Call to Order/Attendance: Meeting called to order at 6:02 pm

2) Public Comment: None

3) Approval of Agenda:

- a) Add 6d "Verbal Offer on Snowfield property".
- b) Move 7a to the end of New Business; renumber New Business appropriately.
- c) Delete 7d "Review 3 quotes for Building Insurance"; Auto Owners Insurance is no longer insuring animal shelters therefore delete discussion from Agenda.

Motion made by Joan, seconded by Bob, to accept the December Board Agenda as amended.
Motion passed with unanimous consent.

4) Mission Moment: Mission Moment shared by Kathy. She verbally touched on qualities of individual Board members and how they each contribute to the UPAWS Board and mission. Discussion of future Mission Moments. Board decided that if any future plans/ideas to be discussed, time on the agenda will be set aside by request.

(Jim Kinnunen joined the meeting at 6:08 pm)

5) Approval of Minutes:

- a) November 26, 2018 Regular Board Meeting Minutes. Changes verbally reviewed from 1st draft posted to Google drive on page 4, 14(c) and 15. Motion made by Joan, seconded by Bob, to approve the November 26th Meeting Minutes as noted. Motion passed with unanimous consent.
- b) Closed Session Meeting minutes from November 26, 2018. Motion made by Joan, seconded by Scott, to approve minutes as submitted. Motion passed with unanimous consent.

6) Unfinished Business:

- a) New Shelter Construction Update: Joan reported that cleaning of the facility has started; punch list items are being completed; HVAC system balancing began today; second 1,000 gallon propane tank was delivered today; no official completion date has been set; facility not yet secure in order to bring sensitive items such as computers, etc. January Board meeting can be held on site and scheduled move date is the week of January 2nd for shelter animals. Spring 2019; horse barn foundation/floor to be poured; dog park fencing installed; and play yard areas dog park areas to be seeded. Noted that full mortgage amount will be utilized.
- b) Transition Plan for Move to New Shelter: everything on same schedule; storage shed items have been moved to the new shelter; Michigan Pet Fund Alliance training to be scheduled while shelter is closed for transition; Bob offered assistance with moving over the holidays; Kathy to coordinate with Ryan to get updated information to the Board.
- c) Update on 2019 Operational Budget: Kathy, Joan and Reva met to work on the 2019 budget; budget is still not balanced due to a deficit of approximately \$85,000; Petco funds used to decrease the deficit. 2019 Budget approval will be a January Board action item.
- d) Verbal Offer on Snowfield Property: Kathy reported that Terry Bengry (?) has offered to buy Parcel A (4.55 acres) for \$7,000. He is willing to take down the building and agree to deed restrictions. Board will need to get the County to agree to transfer. Road Commission stated that they were taking back Parcel B. County wants \$2,000 per acre.
Motion made by Amber, seconded by Scott, to accept offer from Terry and to continue conversation with County to request that they accept the lesser value. Discussion: request that closing costs be covered by Terry and that he agree to deed restrictions. Final offer will be brought back to the full Board for further action. Motion passed with unanimous consent.

7) New Business:

- a) Recommendation from Finance Committee – Donation Allocation: Finance Committee recommended that the donation received on 12/10/2018 in the amount of \$62,500 be allocated to the operating reserve/savings account. Motion made by Reva, seconded by Bob. Motion passed with unanimous consent.
- b) Recommendation from Policy & Bylaws Committee – Final Draft of Board Policies and Procedures: Policy / Bylaw Committee recommended the adoption of the UPAWS Board of Directors Policies and Procedures. Motion made by Christian, seconded by Joan. Motion passed with unanimous consent.
- c) Timeline for UPAWS Strategic Plan: Karen is waiting for the \$5,000 budgeted to be available before moving forward. Joan suggested that the process begin in February so that the Board can complete the plan by December. Motion made by Colleen, seconded by Joan, to ask Karen to come to the January meeting with a timeline for 2019 work. Motion passed with unanimous consent.
- d) January Board Meeting Location: January Board meeting to be held at the New Shelter on

January 28th at 6:00 pm.

- e) Board Work Session – plan and schedule for next one: Board still needs to work on 2019 budget and Legacy Committee discussion. Board Work Session scheduled for Monday, January 14th at 6:00 pm to be held at the new shelter.
 - f) Recommendation from Board Development – New Board Member: Board Development Committee recommended Alex Petrin to fill a vacant Board position with a term expiring in 2019. After secret ballot was held, Alex was unanimously approved with 9 “Yes” votes as a new UPAWS Board member.
- 8) Communications:
- a) Joan shared the thank you card received from Ann for the employee bonus.
 - b) Reva shared a thank you letter received in the mail from a child.
- 9) Treasurer’s Report: Joan reported that November financials will be posted to the Google drive in about a week. She will notify members with an email. November financial reports to be submitted for approval at January Board meeting.
- 10) President’s Report: Report was provided and is attached.
- 11) E.D./Capital Campaign Manager’s Report: Report reviewed. Kori requested that Petco be given the naming opportunity for the small mammal room, based on their recent donations. Board unanimously approved her request.
- a) Shelter Manager’s Report: Report attached.
 - b) Volunteer/Community Relations Coordinator’s Report: Report attached.
- 12) Committee Reports: Motion was made by Bob, seconded by Joan to accept the Committee Reports as submitted as a “consent agenda”. Motion passed with unanimous consent.
- a. Board Development Committee (Bob): Recommendation and Report Submitted
 - b. Finance Committee Report (Joan): Recommendation Submitted
 - c. Fundraising Committee Report (Amber): No Report Submitted
 - d. Strategic Planning Committee Report (Karen): No Report Submitted
 - e. Personnel Committee Report (Kathy): No Report Submitted
 - f. Policy / Bylaw Committee Report (Colleen): Recommendation and Report Submitted
 - g. Donor Development (Ad Hoc) (Reva): No Report Submitted
 - h. Capital Campaign (Ad Hoc) (Christian): No Report Submitted
- 13) Public Comment:
- a) Crystal reminded everyone to vote before the Petco deadline of Wednesday at 1:00 pm.
 - b) Lynn shared that a Michigan volunteer group could be asked to assist in Petco voting efforts, Kori

reviewed where information has already been shared.

14) Board Comment:

- a) Colleen noted that Amber did a phenomenal job with Cause For Paws and expressed our thanks to her.
- b) Reva noted that the Crossroads has a UPAWS canister on every table welcoming us as their new neighbors. She shared the notice on Facebook.
- c) Amber shared that Tacoma is selling snowman tags for \$1.00 to raise funds.
- d) Alex expressed his "pleasure to be joining UPAWS Board."

15) Closed Session: Joan made the motion to go into Closed Session at 7:04 pm, seconded by Bob. Motion passed with unanimous consent. Discussion held. Motion made by Amber to go back into Open Session at 8:17 pm, seconded by Bob. Unanimous consent.

16) Adjournment: Amber made the motion to adjourn, seconded by Joan. Meeting adjourned at 8:17 pm.

Next Meeting is January 28, 2018 at 6:00 pm at the new UPAWS Shelter.

**UPPER PENINSULA ANIMAL WELFARE SHELTER
BOARD OF DIRECTORS
Work Session
January 14, 2019
Community Room / UPAWS**

PRESENT: Scott Jandron, Jim Kinnunen, Reva Laituri, Kathy Leone, Joan Mulder, Alex Petrin, Bob Stephenson, Christian Verardi, Amber Wetton, Colleen Whitehead. Staff: Kori Tossava (CCM),
Quorum established.

ABSENT: Karen Duquette

Motion by Joan with support from Reva to accept building and liability insurance quote from Prince Associates. Unanimous approval.

Motion by Joan with support from Scott to move insurance coverage for van to Iron Range Agency. Unanimous approval.

Both motions to be ratified at January 28, 2019 Board of Directors meeting.

Submitted by:

Kathy Leone
Board President

2019 Legacy Budget

Legacy Fundraiser	Date	Budgeted Income	Budgeted Expense	Budgeted Net
Major Donors	Ongoing	\$ 96,000.00	\$ 5,000.00	\$ 91,000.00
Individual Giving	Ongoing	\$ 69,450.00	\$ 5,000.00	\$ 64,450.00
Memorial/Tribute Bricks	Ongoing	\$ 15,000.00	\$ 3,300.00	\$ 11,700.00
Grants	Ongoing	\$ 50,000.00	\$ 20,000.00	\$ 30,000.00
Business Members	Jan - Apr	\$ 15,000.00	\$ 5,000.00	\$ 10,000.00
Rescue Raffle	July-December	\$ 7,500.00	\$ 2,500.00	\$ 5,000.00
Rainbow Bridge Memorial Walk	May	\$ 7,500.00	\$ 2,500.00	\$ 5,000.00
Direct Solicitation??				
Calls for Critters??				
TOTAL		\$ 260,450.00	\$ 43,300.00	\$ 217,150.00
3RD PARTY & MISC FUNDRAISERS	Date	Budgeted Income	Budgeted Expense	Budgeted Net
TOTAL		\$ -	\$ -	\$ -
MISCELLANEOUS INCOME		Income	Expense	Net
TOTAL		\$ -	\$ -	\$ -
MISCELLANEOUS FUNDRAISING EXPENSES			Expense	Used
Printing			\$ 500.00	
Supplies (misc.)			\$ 250.00	
Miscellaneous				
Third Party Expenses (not budgeted above)				
TOTAL Misc.			\$ 750.00	\$ -

2019 Actual

UPAWS FUNDRAISERS	Date	Rev.	Exp.	Net Rev.	Over/Under Budget
Major Donors					
Memorial/Tribute Bricks					
Grants					
Business Members					
Rescue Raffle					
Rainbow Bridge Memorial Walk					
Direct Solicitation					
Calls for Critters					
TOTAL					
3RD Party & MISC Fundraisers	Date	Rev.	Exp.	Net Rev.	
TOTAL		\$ -	\$ -	\$ -	
Miscellaneous Income			Exp.	Net Rev.	
TOTAL		\$ -	\$ -	\$ -	

Annual	Net	135000	
	Gross	164700	22%

Target Amount \$165,000 Annual

	Gift Range	# Gifts required	# Prospects required	Subtotal	Cumulative total	Cumulative percentage
	16,500.00	2	8	33,000.00	33,000.00	20%
	8,250.00	4	12	33,000.00	66,000.00	40%
	5,000.00	6	20	30,000.00	96,000.00	58%
	2,500.00	10	40	25,000.00	121,000.00	73%
	1,000.00	12	48	12,000.00	133,000.00	81%
	500.00	15	60	7,500.00	140,500.00	85%
Less than	499.00	50	200	24,950.00	165,450.00	100%
	Totals	99	388			

Finance Committee Report and Recommendation

January 24, 2019

Present: Joan Mulder, Kathy Leone, Bob Stephenson, Steve Embree

The Finance Committee recommends Board approval of the proposed 2019 Budget as presented.

Respectfully submitted:

Joan Mulder

Committee Chair

UPAWS Budget
FY 2019

Income

4000 - Shelter Revenue
4005 - Pet Adoptions
4010 - Redeemed Animals
4016 - Spay Day
4020 - Government Contracted Svcs
4030 - Dog License
4031 - Microchipping
4032 - Nail Clipping
4033 - Community Spay/Neuter
???? - Dog Park
4112 - Kids Club
???? - Rentals
4050 - Misc Services
Total 4000 - Shelter Revenue
4100 - Direct Public Support
4006 - Pet Sponsorship
4008 - Pet Promotion Sponsorship
4110 - Donations
???? - Memorial Bricks/Tiles
4120 - Special Gifts
4130 - Memorials/Honorariums
4109 - Pink Lady
4152 - Direct Solicitations
???? - Business Members
4132 - Deb's Dog
4135 - Bequests
Total 4100 - Direct Public Support
4200 - Fundraisers
4128 - Misc Fundraisers
4204 - MZD Photos With Santa
4140 - Canisters
4143 - Econo Receipts

	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	Sept 2019	October 2019	November 2019	December 2019	Total 2019
7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00	90,000.00
333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	333.00	337.00	4,000.00
0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
916.00	916.00	916.00	916.00	916.00	916.00	916.00	916.00	916.00	916.00	916.00	916.00	924.00	11,000.00
83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	87.00	1,000.00
83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	83.00	87.00	1,000.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	212.00	2,500.00
0.00	0.00	0.00	0.00	0.00	0.00	1,007.00	1,007.00	1,007.00	1,007.00	1,007.00	1,007.00	1,008.00	7,050.00
466.00	466.00	466.00	466.00	466.00	466.00	466.00	466.00	466.00	466.00	466.00	470.00	470.00	5,600.00
42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	40.00	40.00	500.00
50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
9,781.00	9,781.00	9,781.00	12,781.00	9,781.00	9,781.00	10,788.00	10,788.00	10,788.00	10,788.00	10,788.00	10,790.00	10,815.00	127,450.00
833.00	833.00	833.00	833.00	833.00	833.00	833.00	833.00	833.00	834.00	834.00	834.00	834.00	10,000.00
216.00	216.00	216.00	216.00	216.00	216.00	216.00	216.00	216.00	216.00	216.00	220.00	220.00	2,600.00
5,833.00	5,833.00	5,833.00	5,833.00	5,833.00	5,833.00	5,833.00	5,833.00	5,833.00	5,834.00	5,834.00	5,834.00	5,834.00	70,000.00
1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	15,000.00
875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	875.00	10,500.00
4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,167.00	4,167.00	4,167.00	4,167.00	4,167.00	4,167.00	4,167.00	4,167.00	50,000.00
583.00	583.00	583.00	583.00	583.00	583.00	583.00	583.00	583.00	584.00	584.00	584.00	584.00	7,000.00
5,934.00	5,934.00	5,934.00	5,934.00	5,934.00	5,934.00	5,934.00	5,934.00	5,934.00	5,934.00	5,934.00	5,930.00	5,930.00	71,200.00
416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	420.00	420.00	5,000.00
100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20,206.00	20,206.00	20,206.00	20,206.00	20,206.00	20,207.00	20,207.00	20,207.00	20,207.00	20,210.00	20,210.00	20,214.00	20,214.00	242,500.00
1,109.00	1,109.00	1,109.00	1,109.00	1,109.00	1,109.00	1,109.00	1,109.00	1,109.00	1,109.00	1,109.00	1,112.00	1,111.00	13,313.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,080.00	3,080.00
791.00	791.00	791.00	791.00	791.00	791.00	791.00	791.00	791.00	791.00	791.00	791.00	791.00	9,492.00
0.00	0.00	0.00	2,750.00	0.00	0.00	0.00	0.00	0.00	0.00	2,750.00	0.00	0.00	5,500.00

	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,000.00	18,100.00	0.00	0.00	25,100.00
4144 - Cause for Paws	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4196 - Chili Cookoff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4147 - Strut Your Mutt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	20,000.00	0.00	0.00	22,000.00
4170 - Tee Up For Tails	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,400.00
4185 - Lights of Love	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4183 - Raffle	416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	416.00	1,175.00	1,175.00	1,175.00	2,350.00
4151 - Raise the Woof	7,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
4146 - Rummage Sale	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,350.00
4127 - Wash N Wag	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4197 - Calendar	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 4200 - Fundraisers	9,666.00	2,316.00	5,066.00	2,316.00	2,566.00	4,366.00	31,716.00	4,316.00	22,316.00	12,066.00	22,498.00	7,477.00	126,685.00		
4400 - Grants															
4402 - General	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,170.00	4,170.00	4,170.00	50,000.00
4462--Pet Retention															0.00
4403 --Pet Promise															0.00
4404 - Community-Spay/Neuter-															0.00
4406 --Pink Lady															0.00
4406 --Capital Campaign															0.00
Total 4400 - Grants	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,170.00	4,170.00	4,170.00	50,000.00
4500 - Other Income															
4201 - Home2Home	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	180.00
Legacy Fundraising Income	10,778.00	10,778.00	10,778.00	10,778.00	10,778.00	10,778.00	10,778.00	10,778.00	10,778.00	10,778.00	10,778.00	10,783.00	11,034.00	11,034.00	129,597.00
4205 - Resale	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	42,000.00
4215 - Interest Revenue	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	48.00
4220 - Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4227 - Distribution- Dixon Estate	0.00	0.00	2,800.00	0.00	0.00	2,800.00	0.00	0.00	2,800.00	0.00	2,800.00	0.00	2,800.00	2,800.00	11,200.00
4221 - Endowment Fund	0.00	0.00	5,000.												

UPAWS Budget
FY 2019

Total Expense	66,653.18	54,366.04	56,890.33	58,322.96	59,404.58	75,045.65	62,567.41	54,694.56	62,590.64	57,483.56	60,411.64	72,749.18	741,159.72
Total Net Ordinary Income	-8,537.18	-3,600.04	7,425.67	-1,056.96	-8,387.58	-18,421.65	18,606.59	-910.56	11,996.36	4,043.44	11,562.36	-12,720.18	0.28
4400 - Restricted Accounts													
7400 - Sally's Fund													
4219 - Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,800.00	0.00	0.00	0.00	4,800.00
6538 - Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-350.00	0.00	0.00	0.00	-350.00
Total 7400 - Sally Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,450.00	0.00	0.00	0.00	4,450.00
Total 4400 - Restricted Accounts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,450.00	0.00	0.00	0.00	4,450.00
Net Income - Restricted & Unrestricted	-8,537.18	-3,600.04	7,425.67	-1,056.96	-8,387.58	-18,421.65	18,606.59	-910.56	16,446.36	4,043.44	11,562.36	-12,720.18	4,450.28

NOTE: Total Principle Payments Due for 2019 \$31,546.98**

**This is not in the budget because it's a balance sheet item but it requires an additional \$31,546.98 in cash that will be paid out in 2019

Finance Committee Report and Recommendation

January 24, 2019

Present: Joan Mulder, Kathy Leone, Bob Stephenson, Steve Embree

The Finance Committee recommends that distributions from the Dixon Estate be designated for use in operations.

Respectfully submitted:

Joan Mulder

Committee Chair

Board Committees and Members 2019

[illegible]

UPAWS Board of Directors

President's Report

January 28, 2019

Highlights of UPAWS Business Activity

- Co-led with Scott Jandron meeting with Kori and Ryan to inform them of Board's decision regarding management plan. 12/20/18
- Attended UPAWS staff meeting along w/ Scott Jandron on 1/3/19 to address staff of Board's plan for management.
- Thank you correspondence completed 1/6/19 for two donors, one \$3,000, one \$5,000.
- Contacted Terry Bengry regarding interest in purchasing 84 Snowfield Road property 1/6/19
- Contacted realtor Andi Goriesky regarding information on selling 84 Snowfield Road property 1/7/19
- Met w/ Jim Iwanicki from Marquette County Road Commission regarding 84 Snowfield Road property to request MCRD Board reconsider price per acre, on 1/8/19
- Personnel Committee Meeting 1/9/19
- Work session w/ Kori, Christian, Joan and Reva to finalize revenue plan for 2019 on 1/9/19
- New shelter - assist Joan with move in work 1/12/19
- Board work session to review draft 2019 Budget and other items 1/14/19
- Manned phones and helped with move in work on 1/19/19
- Attended Marquette County Road Commission Meeting to request reduction in price per acre on 84 Snowfield Road 1/21/19. Motion approved was to move reverter clause with agreement to split net proceeds of the sale between UPAWS and MCRC.
- Received call from Holly Peoples regarding UPAWS named Non Profit of the Year by Operation Action U.P. Award to be presented at their annual meeting on 2/14 at NMU.
- Coffee with new Board Member Alex Petrin and Board Development Chair Bob to assist with integrating on to the board 1/22/19
- Attend Finance Committee Meeting 1/24/19

Respectfully submitted by:

Kathy Leone

UPAWS Board President

Upper Peninsula Animal Welfare Shelter, Inc.

A/P Aging Summary

As of November 30, 2018

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Art Unlimited Sportswear	1,797.00	0.00	0.00	0.00	0.00	1,797.00
Bayshore Veterinary Hospital	163.98	0.00	0.00	0.00	0.00	163.98
Beyer Appliance	45.00	0.00	0.00	0.00	0.00	45.00
Cattrons	662.73	0.00	0.00	0.00	0.00	662.73
Custom Construction	467.50	0.00	0.00	0.00	0.00	467.50
Guindon Moving & Storage	2,866.50	0.00	0.00	0.00	0.00	2,866.50
Gwinn-Sawyer Veterinary Clinic	463.08	0.00	0.00	0.00	0.00	463.08
Holiday Inn	488.40	0.00	0.00	0.00	0.00	488.40
HSB Vet Supply	264.18	0.00	0.00	0.00	0.00	264.18
Jedd Kangas	41.91	0.00	0.00	0.00	0.00	41.91
Karen Rhodes{	209.69	0.00	0.00	0.00	0.00	209.69
Mares -Z- Doats Feed	133.24	0.00	0.00	0.00	0.00	133.24
Marquette Veterinary Clinic	1,377.00	0.00	0.00	0.00	0.00	1,377.00
Negaunee Vet Clinic	1,053.03	0.00	0.00	0.00	0.00	1,053.03
Northern Veterinary Associates	2,564.94	0.00	0.00	0.00	0.00	2,564.94
Office Planning Group	0.00	-164.98	-164.98	-164.98	0.00	-494.94
Super One Foods - Negaunee	218.84	0.00	0.00	0.00	0.00	218.84
Visa	1,065.16	0.00	0.00	0.00	0.00	1,065.16
WLUC TV6	1,250.00	0.00	0.00	0.00	0.00	1,250.00
Yooper Shirts	659.00	0.00	0.00	0.00	0.00	659.00
TOTAL	<u>15,791.18</u>	<u>-164.98</u>	<u>-164.98</u>	<u>-164.98</u>	<u>0.00</u>	<u>15,296.24</u>

Upper Peninsula Animal Welfare Shelter, Inc.

Balance Sheet

As of November 30, 2018

Nov 30, 18

ASSETS

Current Assets

Checking/Savings

1010 · mBank Checking	58,621.32
1011 · mBank General Savings	148,718.55
1012 · mBank Sally's Fund Savings	16,012.36
1013 · mBank Capital Campaign Checking	147,811.60
1016 · mBank Capital Campaign Savings	5.38

Total Checking/Savings 371,169.21

Accounts Receivable

1200 · *Accounts Receivable	1,495.50
1524 · Capital Campaign Pledges	130,100.00

Total Accounts Receivable 131,595.50

Other Current Assets

1080 · Petty Cash	400.00
1528 · N.S. Constuction in Progress	3,135,568.53
1540 · Allowance for Uncol Promises	-19,955.00
1550 · Discount-CC Pledges Receivable	-6,000.00

Total Other Current Assets 3,110,013.53

Total Current Assets 3,612,778.24

Fixed Assets

1610 · Land - 84 Snowfield Road	9,800.00
1611 · Land - County Rd 553	20,586.75
1615 · Buildings	188,544.32
1645 · Office & Kennel Equipment	10,683.36
1650 · New Shelter-Furniture & Equip	79,310.64
1665 · Vehicles	21,643.00
1670 · Accumulated Depreciation	-213,806.54

Total Fixed Assets 116,761.53

Other Assets

1074 · WF Endowment Fund Investments	221,450.95
1700 · Beneficial Interest in MCCF	103,514.00
1702 · Beneficial Interest-Dixon Trust	645,968.85

Total Other Assets 970,933.80

TOTAL ASSETS 4,700,473.57

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2001 · *Accounts Payable	15,296.24
--------------------------	-----------

Total Accounts Payable 15,296.24

Other Current Liabilities

2002 · AP-New Shelter Retainage	299,204.39
2025 · Accrued Benefits	5,492.91
2100 · Payroll Liabilities	754.90

Upper Peninsula Animal Welfare Shelter, Inc.

Balance Sheet

As of November 30, 2018

	Nov 30, 18
Total Other Current Liabilities	305,452.20
Total Current Liabilities	320,748.44
Long Term Liabilities	
2300 - Mortgage-New Shelter	433,051.42
Total Long Term Liabilities	433,051.42
Total Liabilities	753,799.86
Equity	
3001 - Beg Net Assets Temp Restricted	1,230,388.00
3002 - Beg net Assets Perm Restricted	294,517.00
3040 - Beg net Assets Unrestricted	95,970.45
3900 - Retained Earnings	2,241,969.59
Net Income	83,828.67
Total Equity	3,946,673.71
TOTAL LIABILITIES & EQUITY	4,700,473.57

Upper Peninsula Animal Welfare Shelter, Inc.
Profit & Loss Budget Performance
November 2018

	Actual Nov'18	Budget Nov'18	Actual Nov'18	Jan- Budget Nov'18	Jan- Annual Budget
Ordinary Income/Expense					
Income					
4000 · SHELTER REVENUE					
4005 · Pet Adoptions	9,713.55	7,500.00	73,220.18	82,500.00	90,000.00
4010 · Redeemed Animals	487.00	417.00	3,066.82	4,583.00	5,000.00
4016 · Spay Day	0.00	0.00	2,073.00	3,000.00	3,000.00
4020 · Government Contracted Services	741.50	1,055.00	8,997.67	11,599.00	12,654.00
4025 · Restitutions/Investigations	0.00	0.00	118.00	0.00	0.00
4030 · Dog License Income	72.00	20.00	555.00	220.00	240.00
4031 · Microchipping	60.00	115.00	480.00	1,265.00	1,380.00
4032 · Nail Clipping	130.00	83.00	1,210.00	913.00	1,000.00
4033 · Community Spay/Neuter	200.00	417.00	2,650.00	4,583.00	5,000.00
4050 · Miscellaneous Services	0.00	45.00	1,122.00	495.00	540.00
4112 · Kids Club	0.00		750.00		
Total 4000 · SHELTER REVENUE	11,404.05	9,652.00	94,242.67	109,158.00	118,814.00
4100 · DIRECT PUBLIC SUPPORT					
4006 · Pet Sponsorship	1,000.00	833.00	10,917.50	9,163.00	10,000.00
4008 · Pet Promotion Sponsorship	690.00	125.00	2,315.00	1,375.00	1,500.00
4109 · Pink Lady	385.00	583.00	2,260.00	6,413.00	7,000.00
4110 · Donations	6,919.53	5,834.00	81,920.58	64,166.00	70,705.00
4120 · Special Gifts	1,212.50	875.00	11,663.54	9,625.00	10,500.00
4125 · Donated Services/Materials	2,113.80	0.00	16,899.40	0.00	0.00
4130 · Memorials/Honorariums	4,260.00	4,167.00	46,624.00	45,833.00	50,000.00
4132 · Deb's Dog Revenue	160.00	100.00	1,385.00	1,100.00	1,200.00
4135 · Bequests	0.00	830.00	0.00	9,130.00	10,000.00
4152 · Direct Solicitations	1,075.00	4,168.00	17,801.00	45,832.00	50,000.00
4100 · DIRECT PUBLIC SUPPORT - Other	0.00		30.00		
Total 4100 · DIRECT PUBLIC SUPPORT	17,815.83	17,515.00	191,816.02	192,637.00	210,905.00
4156 · GRANT REVENUE					
4157 · General Grants	380.44	2,333.00	19,840.44	25,663.00	28,000.00
4158 · Pet Promos Grants	0.00	250.00	0.00	2,750.00	3,000.00
4159 · Community Spay/Neuter Grants	0.00	0.00	0.00	0.00	0.00
4161 · Pink Lady Grants	0.00	0.00	0.00	0.00	0.00
4162 · Pet Retention Grants	0.00	0.00	0.00	0.00	0.00
4163 · Law Enforcement Training	0.00		8,000.00		
Total 4156 · GRANT REVENUE	380.44	2,583.00	27,840.44	28,413.00	31,000.00
4200 · FUNDRAISING REVENUE					
4127 · Wash & Wag	0.00	0.00	2,014.75	1,800.00	1,800.00
4128 · Misc/3rd Party Fundraisers	0.00	1,094.00	13,649.11	12,031.00	13,125.00
4140 · Canisters	1,075.70	792.00	8,877.78	8,708.00	9,500.00
4143 · Econo Receipts Revenue	0.00	0.00	5,454.50	7,500.00	7,500.00
4144 · Cause for Paws Revenue	23,447.00	0.00	32,600.48	22,000.00	22,000.00
4146 · Rummage Sale	0.00	0.00	5,400.43	0.00	0.00

Upper Peninsula Animal Welfare Shelter, Inc.
Profit & Loss Budget Performance

November 2018

	Actual Nov'18	Budget Nov'18	Actual Nov'18	Jan-Budget Nov'18	Jan- Annual Budget
4147 · Strut Your Mutt	50.00	0.00	18,555.00	22,000.00	22,000.00
4150 · Spaghetti Dinner	0.00	0.00	0.00	0.00	0.00
4151 · Raise The Woof	0.00	0.00	6,725.51	11,870.00	11,870.00
4170 · Golf Outing Revenue	0.00	0.00	20,338.00	18,550.00	18,550.00
4183 · Raffle	500.00	625.00	3,000.00	6,875.00	7,500.00
4185 · Lights of Love Revenue	393.00	1,000.00	664.06	1,000.00	2,300.00
4191 · Calls for Critters	0.00	0.00	150.00	0.00	0.00
4196 · Chili Cook Off	0.00		351.17		
4197 · Calendar	827.25	372.00	10,789.50	13,122.00	13,495.00
4204 · MZD Pics W/Santa	0.00	0.00	0.00	0.00	1,700.00
Total 4200 · FUNDRAISING REVENUE	26,292.95	3,883.00	128,570.29	125,456.00	131,340.00
4500 · OTHER INCOME					
4201 · Home2Home	15.00	15.00	182.50	165.00	180.00
4205 · Resale Items Revenue	4,657.09	1,167.00	8,517.93	12,833.00	14,000.00
4215 · Interest Revenue	57.82	4.00	6,398.34	44.00	48.00
4220 · Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
4221 · Endowment Fund Earnings	0.00	0.00	0.00	5,000.00	5,000.00
4223 · MCCF B.Reider Fund Distribution	0.00	0.00	5,896.74	9,500.00	9,500.00
Total 4500 · OTHER INCOME	4,729.91	1,186.00	20,995.51	27,542.00	28,728.00
Total Income	60,623.18	34,819.00	463,464.93	483,206.00	520,787.00
Gross Profit	60,623.18	34,819.00	463,464.93	483,206.00	520,787.00
Expense					
5000 · EMPLOYEE EXPENSE					
5200 · Payroll Expenses	32,843.69	24,708.56	231,471.74	198,248.62	217,147.00
5225 · Simple Plan Employer	0.00	110.40	922.25	883.20	956.80
5230 · MESC	34.06	702.00	2,147.07	2,808.00	2,808.00
5235 · Employer Social Security	2,028.80	1,531.93	14,776.95	12,291.41	13,463.11
5240 · Employer Medicare	474.49	358.27	3,455.90	2,874.60	3,148.63
5245 · Worker's Compensation	295.00	276.00	3,138.00	3,036.00	3,312.00
Total 5000 · EMPLOYEE EXPENSE	35,676.04	27,687.16	255,911.91	220,141.83	240,835.54
5500 · OPERATING EXPENSE					
5009 · Phone/Network Access	213.95	200.00	2,370.88	2,200.00	2,400.00
5010 · NSF Checks	0.00	0.00	3.71	0.00	0.00
5011 · Merchant Service Fees	437.72	291.00	3,852.01	3,201.00	3,500.00
5012 · Bank Service Charges	0.00	0.00	635.00	0.00	0.00
5050 · Utilities	331.84	317.00	6,598.17	3,483.00	3,800.00
5100 · Cleaning Supplies	-176.17	300.00	2,166.35	3,300.00	3,600.00
5102 · Animal Supplies	244.31	210.00	1,804.06	2,290.00	2,500.00
5105 · Repairs/Maintenance	93.60	333.00	3,333.18	3,663.00	4,000.00
5106 · Garbage/Snow Removal	818.33	625.00	6,151.26	6,875.00	7,500.00
5115 · Office Supplies	723.11	333.00	4,211.02	3,663.00	4,000.00
5116 · Postage	200.00	200.00	1,472.22	2,200.00	2,400.00
5117 · Community Spay/Neuter	1,138.00	840.00	3,867.00	9,160.00	10,000.00
5120 · Building/Auto Insurance	346.76	0.00	3,814.03	3,493.00	3,493.00

Upper Peninsula Animal Welfare Shelter, Inc.
Profit & Loss Budget Performance

November 2018

	Actual Nov'18	Budget Nov'18	Actual Nov'18	Jan-Budget Nov'18	Jan- Annual Budget
5125 · Food	485.74	500.00	4,591.11	5,500.00	6,000.00
5127 · Microchips	0.00	460.00	2,602.45	5,040.00	5,500.00
5130 · Medical Supplies	399.74	1,333.00	10,183.85	14,663.00	16,000.00
5135 · Vet Care	2,848.50	4,583.00	62,973.41	50,413.00	55,000.00
5137 · Vaccines	439.96	333.00	4,908.18	3,663.00	4,000.00
5139 · Spay Day Expense	0.00	0.00	1,822.70	3,000.00	3,000.00
5140 · Spay & Neuter Program	1,138.00	1,833.00	22,985.30	20,163.00	22,000.00
5141 · Animal Equipment	0.00	50.00	177.00	550.00	600.00
5145 · Vehicle	164.73	200.00	2,169.26	2,200.00	2,400.00
5146 · Dog License Expense	24.00	10.00	148.00	110.00	120.00
5150 · Mileage	36.72	83.00	246.24	913.00	1,000.00
5160 · Depreciation	0.00	0.00	0.00	0.00	0.00
5180 · Donated Services/Materials	2,113.80	0.00	16,899.40	0.00	0.00
5183 · Deb's Dog Expense	27.00	100.00	417.00	1,100.00	1,200.00
Total 5500 · OPERATING EXPENSE	12,049.64	13,134.00	170,402.79	150,843.00	164,013.00
5550 · GRANT EXPENSE					
5551 · General Grants	2,718.00	2,333.00	15,737.38	25,663.00	28,000.00
5552 · Pet Promos Grants	0.00	250.00	0.00	2,750.00	3,000.00
5553 · Community Spay/Neuter Grants	0.00	0.00	0.00	0.00	0.00
5554 · Pink Lady Grants	0.00	0.00	0.00	0.00	0.00
5555 · Pet Retention Grants	0.00	0.00	0.00	0.00	0.00
Total 5550 · GRANT EXPENSE	2,718.00	2,583.00	15,737.38	28,413.00	31,000.00
5600 · FUNDRAISING EXPENSE					
5603 · MZD Pics W/Santa	0.00	0.00	46.32	0.00	150.00
5604 · Chili Cook Off	0.00		158.80		
6307 · Calendar	7.25	0.00	2,723.40	3,250.00	3,250.00
6308 · Wash & Wag	0.00	0.00	248.00	315.00	315.00
6311 · Cause for Paws	2,546.14	0.00	5,040.16	5,213.00	5,213.00
6312 · Rummage Sale	0.00		78.98		
6315 · Misc/3rd Party Fundraisers	0.00	70.00	1,385.92	800.00	870.00
6317 · Raise The Woof	0.00	0.00	3,181.29	5,294.00	5,294.00
6322 · Raffle Expense	0.00	0.00	168.50	2,500.00	2,500.00
6324 · Miscellaneous Expenses	0.00	77.00	2,635.33	848.00	925.00
6330 · Golf Outing Expense	0.00	0.00	6,653.96	5,515.00	5,515.00
6355 · Lights of Love	0.00	0.00	0.00	0.00	165.00
6550 · Strut Your Mutt	106.00	0.00	2,660.52	4,760.00	4,760.00
6551 · Canisters	0.00	17.00	266.60	183.00	200.00
Total 5600 · FUNDRAISING EXPENSE	2,659.39	164.00	25,247.78	28,678.00	29,157.00
6000 · OTHER EXPENSE					
5142 · Volunteer Program	5.00	70.00	812.57	775.00	845.00
6313 · Direct Solicitations	0.00	2,625.00	3,597.37	10,500.00	10,500.00
6503 · Community Outreach	15.00	120.00	629.51	1,325.00	1,445.00
6505 · Professional Fees	0.00	0.00	9,687.39	8,950.00	8,950.00
6510 · Publications	0.00	0.00	7,323.53	7,859.00	11,000.00

Upper Peninsula Animal Welfare Shelter, Inc.
Profit & Loss Budget Performance

November 2018

	Actual Nov'18	Budget Nov'18	Actual Nov'18	Jan-Budget Nov'18	Jan- Annual Budget
6511 · Pet Promotion Expense	213.63	216.00	2,682.01	2,384.00	2,600.00
6515 · Promotions	96.00	230.00	713.62	2,531.00	2,761.00
6525 · Resale Items Expense	10,468.74	670.00	12,651.19	7,330.00	8,000.00
6526 · MI Sales Tax	-8.73	100.00	1,231.97	1,100.00	1,200.00
6530 · Conferences	0.00	167.00	1,898.08	1,833.00	2,000.00
6532 · Donor Development	0.00	83.00	0.00	917.00	1,000.00
6535 · Licenses, Dues, Permits & Fees	-326.78	0.00	1,390.61	1,275.00	1,275.00
6539 · Computer Equip/Network Access	1,140.52	300.00	4,211.86	3,300.00	3,600.00
6540 · Miscellaneous Expense	377.99	41.00	441.04	459.00	500.00
6561 · Investment Expense	0.00		2,271.41		
6590 · Mortgage Fees/Interest	0.00		4,757.50		
Total 6000 · OTHER EXPENSE	11,981.37	4,622.00	54,299.66	50,538.00	55,676.00
6690 · Reconciliation Discrepancies	-0.05		-0.34		
Total Expense	65,084.39	48,190.16	521,599.18	478,613.83	520,681.54
Net Ordinary Income	-4,461.21	-13,371.16	-58,134.25	4,592.17	105.46
Other Income/Expense					
Other Income					
4222 · Investment Interest Revenue	216.02		3,755.05		
4226 · Change in Value-Dixon Trust	9,902.67		-9,629.96		
4227 · Distribution from Dixon Estate	0.00		13,356.63		
4300 · Unrealized Gain/Loss	2,850.59		-2,891.38		
4310 · Realized Loss/Gain LT Invstmnt	0.00		-323.99		
4400 · RESTRICTED REVENUE					
7300 · New Shelter					
4219 · New Shelter Revenue	10,577.00		151,069.61		
6536 · New Shelter Expense	-4,683.35		-17,685.65		
Total 7300 · New Shelter	5,893.65		133,383.96		
7400 · SALLY'S FUND					
4218 · Sally's Fund Revenue	2,875.00	0.00	6,120.00	4,800.00	4,800.00
6518 · Sally's Fund Expense	-555.24	0.00	-920.24	-350.00	-350.00
Total 7400 · SALLY'S FUND	2,319.76	0.00	5,199.76	4,450.00	4,450.00
Total 4400 · RESTRICTED REVENUE	8,213.41	0.00	138,583.72	4,450.00	4,450.00
Total Other Income	21,182.69	0.00	142,850.07	4,450.00	4,450.00
Other Expense					
6560 · Interest expense-Mortgage	887.15		887.15		
Total Other Expense	887.15		887.15		
Net Other Income	20,295.54	0.00	141,962.92	4,450.00	4,450.00
Net Income	15,834.33	-13,371.16	83,828.67	9,042.17	4,555.46

Days Cash On Hand - Historical Trends for UPAWS

	2012	2013	2014	2015	2016	Dec-17
1 Cash and cash equivalents less restricted funds.	\$147,882.00	\$146,529.00	\$191,970.00	\$152,858.00	201,661.55	215,192.09
2 Total annual expense	\$451,620.63	\$431,923.23	\$520,354.25	\$576,669.00	\$602,450.00	\$536,174.67
3 Daily expense (annual expense / 365 days)	\$1,237.32	\$1,183.35	\$1,425.63	\$1,579.92	\$1,650.55	\$1,468.97
4 Days cash on hand for shelter expenses (cash & equiv. less restricted for Sally's Fund and Capital Campaign / daily expense)	120	124	135	97	122	146

*

Information Source: May 31 FYE internal financial statements 2012-2016

Budgeted annual expense for 2017

Budgeted annual expense for 2018

Sep-18	Oct-18	Nov-18
234,035.36	201,775.58	209,234.87
\$521,136.55	\$521,136.55	\$521,136.55
\$1,427.77	\$1,427.77	\$1,427.77
164	141	147

Upper Peninsula Animal Welfare Shelter, Inc.
Profit & Loss Prev Year Comparison
November 2018

	Nov '18	Nov '17
Ordinary Income/Expense		
Income		
4000 · SHELTER REVENUE		
4005 · Pet Adoptions	9,713.55	13,967.00
4010 · Redeemed Animals	487.00	680.00
4020 · Government Contracted Services	741.50	1,754.00
4030 · Dog License Income	72.00	28.00
4031 · Microchipping	60.00	20.00
4032 · Nail Clipping	130.00	120.00
4033 · Community Spay/Neuter	200.00	150.00
Total 4000 · SHELTER REVENUE	11,404.05	16,719.00
4100 · DIRECT PUBLIC SUPPORT		
4006 · Pet Sponsorship	1,000.00	930.00
4008 · Pet Promotion Sponsorship	690.00	650.00
4109 · Pink Lady	385.00	2,470.00
4110 · Donations	6,919.53	5,640.03
4120 · Special Gifts	1,212.50	1,341.25
4125 · Donated Services/Materials	2,113.80	2,037.80
4130 · Memorials/Honorariums	4,260.00	2,007.00
4132 · Deb's Dog Revenue	160.00	0.00
4135 · Bequests	0.00	-145.00
4152 · Direct Solicitations	1,075.00	1,775.00
Total 4100 · DIRECT PUBLIC SUPPORT	17,815.83	16,706.08
4156 · GRANT REVENUE		
4157 · General Grants	380.44	0.00
Total 4156 · GRANT REVENUE	380.44	0.00
4200 · FUNDRAISING REVENUE		
4128 · Misc/3rd Party Fundraisers	0.00	362.25
4140 · Canisters	1,075.70	569.19
4144 · Cause for Paws Revenue	23,447.00	117.00
4145 · Econo Bagging	0.00	100.00
4147 · Strut Your Mutt	50.00	0.00
4170 · Golf Outing Revenue	0.00	100.00
4183 · Raffle	500.00	0.00
4185 · Lights of Love Revenue	393.00	863.00
4191 · Calls for Critters	0.00	2,245.00
4197 · Calendar	827.25	1,853.19
Total 4200 · FUNDRAISING REVENUE	26,292.95	6,209.63
4500 · OTHER INCOME		
4201 · Home2Home	15.00	0.00
4205 · Resale Items Revenue	4,657.09	7,069.04
4215 · Interest Revenue	57.82	128.33
Total 4500 · OTHER INCOME	4,729.91	7,197.37
Total Income	60,623.18	46,832.08

Upper Peninsula Animal Welfare Shelter, Inc.
Profit & Loss Prev Year Comparison
November 2018

	Nov '18	Nov '17
Gross Profit	60,623.18	46,832.08
Expense		
5000 · EMPLOYEE EXPENSE		
5200 · Payroll Expenses	32,843.69	19,502.74
5225 · Simple Plan Employer	0.00	154.59
5230 · MESC	34.06	91.23
5235 · Employer Social Security	2,028.80	1,207.47
5240 · Employer Medicare	474.49	282.38
5245 · Worker's Compensation	295.00	271.00
Total 5000 · EMPLOYEE EXPENSE	35,676.04	21,509.41
5500 · OPERATING EXPENSE		
5009 · Phone/Network Access	213.95	203.95
5011 · Merchant Service Fees	437.72	350.50
5050 · Utilities	331.84	959.65
5100 · Cleaning Supplies	-176.17	315.65
5102 · Animal Supplies	244.31	324.53
5105 · Repairs/Maintenance	93.60	1,202.64
5106 · Garbage/Snow Removal	818.33	406.27
5115 · Office Supplies	723.11	426.48
5116 · Postage	200.00	0.00
5117 · Community Spay/Neuter	1,138.00	407.00
5120 · Building/Auto Insurance	346.76	0.00
5125 · Food	485.74	805.11
5130 · Medical Supplies	399.74	1,863.63
5135 · Vet Care	2,848.50	6,644.38
5137 · Vaccines	439.96	439.96
5140 · Spay & Neuter Program	1,138.00	3,247.50
5145 · Vehicle	164.73	262.59
5146 · Dog License Expense	24.00	16.00
5150 · Mileage	36.72	0.00
5180 · Donated Services/Materials	2,113.80	2,037.80
5183 · Deb's Dog Expense	27.00	18.00
Total 5500 · OPERATING EXPENSE	12,049.64	19,931.64
5550 · GRANT EXPENSE		
5551 · General Grants	2,718.00	293.50
Total 5550 · GRANT EXPENSE	2,718.00	293.50
5600 · FUNDRAISING EXPENSE		
6307 · Calendar	7.25	23.40
6311 · Cause for Paws	2,546.14	100.00
6550 · Strut Your Mutt	106.00	2.50
Total 5600 · FUNDRAISING EXPENSE	2,659.39	125.90
6000 · OTHER EXPENSE		
5142 · Volunteer Program	5.00	56.48
6503 · Community Outreach	15.00	82.44

Upper Peninsula Animal Welfare Shelter, Inc.
Profit & Loss Prev Year Comparison
November 2018

	Nov '18	Nov '17
6511 · Pet Promotion Expense	213.63	348.78
6515 · Promotions	96.00	178.94
6525 · Resale Items Expense	10,468.74	7,526.06
6526 · MI Sales Tax	-8.73	-6.75
6535 · Licenses, Dues, Permits & Fees	-326.78	119.88
6539 · Computer Equip/Network Access	1,140.52	300.00
6540 · Miscellaneous Expense	377.99	0.00
Total 6000 · OTHER EXPENSE	11,981.37	8,605.83
6690 · Reconciliation Discrepancies	-0.05	0.00
Total Expense	65,084.39	50,466.28
Net Ordinary Income	-4,461.21	-3,634.20
Other Income/Expense		
Other Income		
4222 · Investment Interest Revenue	216.02	213.33
4226 · Change in Value-Dixon Trust	9,902.67	5,758.02
4300 · Unrealized Gain/Loss	2,850.59	2,545.23
4400 · RESTRICTED REVENUE		
7300 · New Shelter		
4219 · New Shelter Revenue	10,577.00	55,370.00
6536 · New Shelter Expense	-4,683.35	-566.04
Total 7300 · New Shelter	5,893.65	54,803.96
7400 · SALLY'S FUND		
4218 · Sally's Fund Revenue	2,875.00	50.00
6518 · Sally's Fund Expense	-555.24	0.00
Total 7400 · SALLY'S FUND	2,319.76	50.00
Total 4400 · RESTRICTED REVENUE	8,213.41	54,853.96
Total Other Income	21,182.69	63,370.54
Other Expense		
6560 · Interest expense-Mortgage	887.15	0.00
Total Other Expense	887.15	0.00
Net Other Income	20,295.54	63,370.54
Net Income	15,834.33	59,736.34

UPAWS Campaign Manager
Report to the Board – January 2019
Campaign Manager-

4th Quarter Wrap-Up:

1. Establish Business Relations -

- Business Relations Package Created and List Prepared
- Postponed due to Fundraising Chair and Board Input

2. Giving Tuesday + Year End = \$50,000. GT is 10% to launch- \$5,000.

- Giving Tuesday - \$5,375
- 4th Quarter - \$132,188. (plus \$22,350 in in-kind donation per Joan)
December-\$72,866 (includes \$62,500 from Rachel Crary held in general savings. Does not include Dixon Interest or \$4,300 in in-kind).
October \$19,050. November-\$40,272.

3. Quarter Goal - Wish List Fulfilled-

- Obtained many items that were on the wish list, but with the fluctuation of what we needed and the timing, much was also purchased. We have been waiting to get everything put away to know what else is needed. When that is done, we will update the wish list and do a drive leading up to our open house.

First Quarter Plan -

Goal : \$35,000 - This goal is based on the historical numbers from the last two years for the quarter- the average of each month divided by 2 to come to this quarter. I believe this can be attained by:

- mBank Partnership - we will know this amount by mid-February
- Business Membership launch
- Memorial/Tribute Brick Advertising
- Naming Opportunities
- Grand Opening Activities - Recommend some small activities (tours for GEMS, etc) leading up to a ?Saturday? Ribbon Cutting and Grand Opening.

Processes to begin:

- Approve Legacy Plan, recruit volunteers, develop gant timeline
- Identify and Qualify remaining prospects from the Capital Campaign
- MNA Membership to access Grant Station Membership
- Updated brochures for Legacy Plan

Misc:

Spreadsheet sent to Joan for number comparisons and to identify where the variants are coming from, no progress- would like to do a 'Campaign Completion' Press Release with a final amount raised, to change the narrative of how every dollar now goes directly to the animals.

December Updates:

Petco Foundation - Came in 7 out of 51. Still strong, but not in the money award category.

Grants Submitted - No grants submitted. Reports for January 2019 completed.

Program Development - Madison Moody is continuing to develop the Kids Clubs Program and has drafted the first manual.

Date	Name	Project	Requested	Granted	Product	Req. by	A/D	Funds Rec'd
Jan-18	Maddie's Fund	Golden Paws Adoptions	\$ 2,125	\$ 2,125		Ann Brownell	A	
	Scott Charitable Trust	Capital Campaign	\$ 50,000	\$ 30,000		Kori Tossava	A	Jan-18
	KBIC - Tribal 2% funds	Capital Campaign	\$ 5,000	\$ 1,000		Kori Tossava	A	Jan-18
	SSM - Tribal 2% funds	Capital Campaign	\$ 5,000	\$ 3,000		Kori Tossava	A	Jan-18
	Ishpeming Lions Club	Capital Campaign- Kids Clubs	\$ 500	\$ 250		Kori Tossava	A	
Feb-18	MDARD	Public Service Announcements-TV6	\$ 10,000	\$ 10,000		Ryan Pouppore	A	Reimbursement
	Marquette Breakfast Rotary	Capital Campaign- Kids Clubs FFE	\$ 2,000	\$ 2,000		Kori Tossava	A	
Mar-18	Ishpeming Kiwanis	Capital Campaign- Kids Clubs	\$ 2,000	\$ 250		Kori Tossava	A	15-Nov
	Marquette County Exchange Club	Capital Campaign- Kids Clubs	\$ 1,000			Kori Tossava		
	Community Foundation of Mqt County	Capital Campaign	\$ 10,000	\$ -		Kori Tossava	D	
Apr-18	Zonta Club of the Marquette Area	Capital Campaign- Kids Clubs	\$ 1,000	\$ 500		Kori Tossava	A	
	Beth Millner Jewelry Fundraiser	Capital Campaign	\$ -	\$ 900	\$50/sale	Kori Tossava	A	Jul-18
	Marquette Breakfast Rotary- Additional	Capital Campaign - Kids Clubs	\$ 8,000	\$ -		Kori Tossava	D	
May-18	Frazier Fund	Capital Campaign	\$ 10,000	\$ 5,000		Kori Tossava	A	
	Michigan Masonic Foundation	Capital Campaign	\$ 10,000	\$ 10,000		Kori Tossava	A	
	District Rotary	Kids Clubs Operations & FFE	\$ 10,000			Kori Tossava		
	Ishpeming Rotary	Capital Campaign - Kids Clubs	\$ 1,000	\$ 250		Kori Tossava	A	18-Aug
	Literacy Legacy Fund	Kids Clubs FFE	\$ 1,500	\$ 750		Kori Tossava	A	18-Sep
*Matching from Nancy Seminoff of \$750 to completed full grant								
Jun-18	Maddie's Fund Innovation	Forever Foster (hospice)		\$ 5,000		Ann Brownell	A	Jun-18
	ASPCApro	MI Pet Fund Alliance Scholarship	\$ 3,000	\$ -		Ann Brownell	D	
	ASPCApro	Subaru Loves Pets- Microchip	\$ 1,800	\$ 1,800		Ann Brownell	A	Jul-18
	Petfinder Foundation -Dog	Kong Toys	\$ 350	\$ 350		Ann Brownell	A	
	Greater Good- WAHL	Dirty Dog Grant			Shampoo Kit/	Ann Brownell	A	
	Petfinder Foundation - Cat	Multi-purpose Play Scratcher	\$ 900	\$ 900	Samples	Ann Brownell	A	
	Orvis Foundation	Cat Enrichment			Cat Housing	Ann Brownell	A	
	Niles Foundation	Capital Campaign	\$ 10,000	\$ 5,000		Kori Tossava	A	Jul-18

KBIC 2% Tribal Funds SSM Tribal 2% Funds Grey Muzzle Foundation	Law Enforcement & Animals	\$	5,000	\$	5,000	Kori Tossava	A	18-Aug
	Law Enforcement & Animals	\$	5,000	\$	3,000	Kori Tossava	A	18-Aug
	Senior Animal Care	\$	5,000	\$	5,000	Ryan Poupore	A	Jul-18
Jul-18 Windfall Foundation Two Seven Oh PetSMART Charities	Capital Campaign	\$	5,000			Kori Tossava		
	Behavior Challenged Dogs	\$	1,000	\$	1,000	Ryan Poupore	A	Reimbursement Grant
	Community Spay/Neute	\$	4,000			Ryan Poupore	D	
Aug-18 Bell Auxiliary Maddies Fund Innovation	Capital Campaign	\$	5,000	\$	-	Kori Tossava	D	
	PR & Marketing	\$	2,400	\$	-	Ann Brownell	D	
18-Sep Phyllis & Max Reynolds Foundation GINCC/CFMC Petco Foundation Holiday Wishes Orvis Petfinder Grant	Capital Campaign	\$	5,000			Kori Tossava		
	Capital Campaign	\$	3,000	\$	87	Kori Tossava	D	Obt. \$87 indonations
	Nomination app	\$	25,000	\$	25,000	Kori Tossava	A	Dec-18
	Dog Enrichment	\$	390	\$	390	Boomer Balls/ Tug Jugs	A	
18-Oct Maddie's Fund Innovation Pedigree Foundation	Treatment Center Equip	\$	5,000			Kori Tossava	D	
		\$	1,050	\$	1,050	Ryan Poupore	A	Dec-18
Nov-19 Network for Good Cliffs Foundation	Capacity Building		\$5,000			Kori Tossava		
	New Shelter		\$5,000			Kori Tossava		

Manager's Report

January 25th, 2019

Animals

Transfers in: 1/26/19- 17 Cats- HATS

1/26/19- 1 Dog- Chippewa County Humane Society

Transfers out: 1/26/19- 1 Dog- Chippewa County Humane Society

Total adoptions since January 1st, 2019: 33

Other Animal-Related Happenings:

- The transition to the new shelter has gone fairly well. Although there have been some minor challenges, overall, I feel that we are right where we need to be. Cleaning routines have adapted. Organization has improved. And we have developed new processes for the new shelter. Some items still need to be unpacked, but these are slowly being addressed. Our next challenge will be opening the new shelter to the public, which will bring about new tasks, but I feel that we have a good foundation with the right personnel in place.
- We are overhauling the color code system for our animals. From now on the colors will be green, yellow, and red. Green will represent animals that have no restrictions and can be handled by entry level staff or volunteers. Yellow will represent animals that can be handled by those with intermediate experience levels. These animals can also be handled by volunteers and staff. Red will represent those animals that require staff members for interaction.
- The pricing structure for adoption rates has been changed. Some small increases have occurred, while other categories remain the same, such as senior rates. A new category has been introduced for juvenile/ juniors that will apply to animals 6 months old and going up to 1 year old. The website will be updated with the new pricing.
- The ability to send Austin the dog to a boarding/ training facility has fallen through. The business was sold and the former owner did not recommend continuing his training through her old business. My next course of action is to contact Best Friends in an attempt find a sanctuary for Austin.

Maintenance

- The old shelter has been 95 percent emptied. What remains are small amounts of equipment that will slowly come over to the new shelter once we complete our unpacking. The water from

the hot water heater has been drained and the pipes emptied as much as possible. The power to the point pump has been shut off. Until further outcomes, the temperature has been turned down to 50 degrees.

Stats

December, 2018 stats completed and sent to Kori. ASC Data Matrix information has been submitted for December, 2018.

Other

- Alex Petrin has designed and constructed numerous shelving units for the new shelter. These shelves will be utilized in the laundry room, food prep, and the garage.
- County and municipal billings completed and mailed.

<6 mos. <6 mos.

Dec-18		DOGS	PUPS	CATS	KITS	OTHER	TOTAL	YTD
INTAKE								
Owner Surrender		15	0	26	2	8	51	759
Returned Adoption		2	0	6	1	0	9	102
Stray (from Police, Public and Shelter Pickup)		3	0	6	0	0	9	232
Seized/Custody		7	0	1	0	0	8	107
Transferred from Other Shelters		2	0	0	0	7	9	188
Total Intake		29	0	39	3	15	86	1388
Total Intake YTD by Species		482	52	462	188	204	1388	1388
OUTCOMES								
Adoptions (shelter, foster home or special event)		17	0	48	33	19	117	1094
Total Adoptions YTD per species		308	48	413	182	143	1094	1094
Returned to Owner		8	0	4	0	0	12	212
Transferred to Rescue Groups/Shelters		0	0	0	0	0	0	65
EUTHANIZED/DEATHS/MISSING/STOLEN								
Dangerous		0	0	0	0	0	0	7
Dying		0	0	1	0	0	1	6
Animal's Name and Reason				Sadly-dying non-contagious				
TOTAL ANIMALS EUTHANIZED		0	0	1	0	0	1	13
Died at shelter/foster home - Unknown		0	0	0	0	0	0	20
Missing/Stolen/Escaped		0	0	0	0	0	0	1
Animal's Name and Reason								
SAVE RATE (Intake- Euthanasia Outcome)/ Intake								99.07%
ASPCA Live Release Rate (Live Outcomes/ Intake)								99.00%
OTHER INFO								
Avg. Length of Stay		10.1	13.3					
Monthly Return Rate		12.00%	9.00%					

Dec-18		<6 mos.		<6 mos.		<6 mos.		<6 mos.		<6 mos.	
		DOGS	PUPS	CATS	KITS	OTHER	TOTAL	YTD			
CLINIC SERVICES											
Owner Requested Euthanasia		0	0	0	0	0	0	0	6		
Bite Hold (for Owner)		0	0	0	0	0	0	0	0		
Spay/Day		0	0	0	0	0	0	0	36		
Community Spay/Neuter (Spay It Forward)		3	0	0	0	0	0	3	29		
Targeted Spay/Neuter		0	0	0	0	0	0	0	0		
Clinic-Other		0	0	0	0	0	0	0	4		
Service		0	0	0	0	0	0	0	6		
Microchipping		0	1	0	0	0	0	1	169		
Domestic Violence		0	0	0	0	0	0	0	0		
Pending Investigation		0	0	0	0	0	0	0	0		
Boarding		0	0	0	0	0	0	0	0		
Cruelty		0	0	0	0	0	0	0	0		
Home 2 Home		0	0	0	0	0	0	0	17		
Total		3	1	0	0	0	0	4	267		

Volunteer Coordinator & Community Outreach Report – January 2019

VOLUNTEER

Sent following email to all volunteers and applicants on Volgetics:

Hello!

Happy New Year! I have some information to pass on as we transition into the new shelter:

Inactivity:

Volunteers that have been inactive for 5 months and with less than 5 hours will be an inactive account. If you want to volunteer in the future, a new application will need to submit.

Active Volunteers:

If you are an active volunteer who volunteered within the last 5 months, I will be setting up training in the new shelter starting in February. I will have 10 active volunteers at a time sign up to train. But it is all still developing as we move in and set up how the process for volunteers will go!

For new applicants:

With the move to the new shelter, new volunteer orientations will be changing. This process will take many weeks to develop as our staff develops new protocols in the new building. Once all the active volunteers are trained, then we will be contacting new volunteers who have filled out applications. Look for that more toward the end Feb./beginning March.

PLEASE be patient! This is all new and the transition is a big process.

Questions? Please email me at volunteer@upaws.org

Thank you! We open to the public on January 29th! Come out and see the new shelter!!

Kathy Leone informed me that there will be a meeting mid-February with a lawyer about what volunteers can and can not legally do. She invited me to attend that meeting. The meeting information will help me proceed with the program set up.

COMMUNITY OUTREACH

mBank Home for the Holidays Adoption Event / Open House (Dec. 20th):

Coordinated event at UPAWS. Media contacted - Radio PSA, Mining Journal, Action Shopper, and TV interviews. Very successful with 31 adoptions.

Moving Sale adoption event: January 7 – 13th. Media contacted. Day 1 of event, MI Internet Company contacted UPAWS and said they would pay all adoption fees. 22 pets found homes. Really help us lower the numbers before the big move.

UPAWS IS CLOSED PSA's: Media contacted etc. to get the word out that we are closed 1/14 to 1/28. Thank you Kori for helping with TV interviews.

MOVING: Helped with move! There is way too much to list with all going on – but we are working to getting set up and ready for January 28th! Ordered retail, setting up retail.

TRANSFER: Coordinating 17 HATS cats to come up for grand opening! 😊

OTHER/VOLUNTEER/COMMUNITY:

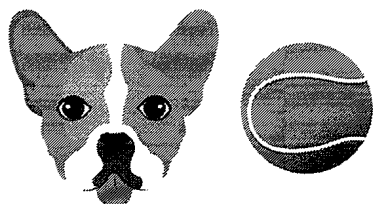
Changing our COLOR system. This was a Staff Team effort with ideas. Ryan's idea to simplify. Made the enclosed signs just last night. Signs will be 5 x 7 with room for staff to write notes with dry eraser. New volunteer colors and signs for dogs. Same will be for cats but we will use colored dots on their adoption signs.

Stop Light system: Green is beginner, yellow is intermediate, red is advanced. And of course, STAFF ONLY.

Please understand this is at the beginning stages – We JUST developed the colors yesterday. So, this is still in development!

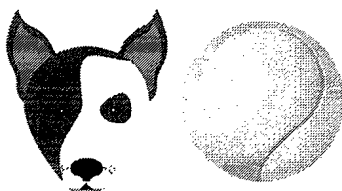
Sincerely,

Ann Brownell



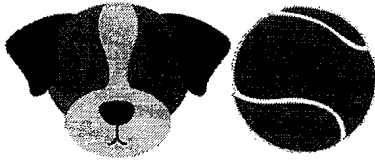
**I am a GREEN
level dog!**

Things to know:



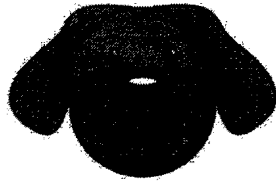
**I am a YELLOW
level dog!**

Things to know:



**I am a RED
level dog!**

Things to know:



**I am a STAFF
level only dog!**



FINANCE COMMITTEE MINUTES

January 24, 2019, 5:30 p.m.

Present: Bob Stephenson, Joan Mulder, Kathy Leone, Steve Embree

Excused: Christian Verardi

1. Call to Order: Meeting was called to order at 5:30 pm.

2. Agenda:

- a. 2019 Budget
- b. Dixon Estate distributions

3. 2019 Budget

The Committee reviewed the 2019 budget proposal completed at the January 14th work session and answered questions from Steve who had not be present at the work session. Kathy made the motion, seconded by Bob, to recommend the budget to the Board. All present voted in favor. Recommendation accompanies these minutes.

4. Dickson Estate Distributions

Joan made the motion, seconded by Kathy, to designate distributions from the Dixon Estate for use in operations of UPAWS, All present voted in favor. Recommendation accompanies these minutes.

5. General discussion was held exploring ideas for raising revenue targets supporting operations and to more easily facilitate future pay increases and/or bonuses.

Meeting adjourned at 6:30 pm.

Minutes submitted by: Bob Stephenson

POLICY & BYLAWS COMMITTEE

Chaired by: Colleen Whitehead

Date: January 22nd, 2019 10:00 am -12:00 pm at The Crossroads in Marquette

Members Present: Colleen Whitehead, Reva Laituri, Lynn Andronis and Linda Roncaglione

Discussion:

- Review and discussion of draft policies presented to the Committee: Board Actions, UPAWS Annual Report and Charitable Contributions.
- Discussion around language related to Closed Sessions – possible changes to both policies and Bylaws.
- Review of possible language to be added to the Board Standing Committee Policy regarding Committee membership and selection process.

Assignments:

- Next meeting we will continue our review and finalize possible draft language to be presented to the full Board.
- Individual Committee members will continue working on assigned policy areas being developed.

Next Meeting:

- February 21st, 2019 at 10:00 a.m. at Crossroads in Marquette; monthly meeting is usually the 3rd Thursday of each month.

FUNDRAISING COMMITTEE MEETING MINUTES

December 18, 2018 5:30 PM

710 Chippewa Square-Marquette

Present: Amber Wetton (Chair), Karen Rhodes, Lynn Andronis, Marlene Ombrello, Jennifer Beckman, Kori Tossava, Reva Laituri

Absent: Ann Brownell, Laura Aldridge

REPORTS/UPDATES ON COMPLETED FUNDRAISERS:

Strut Your Mutt (September 15, 2018) (Ann): Report is pending additional retail inventory to be sold at Lights of Love Booth.

Cause for Paws (November, 2018) (Amber): report is pending one Live Auction item (Mascot for a year \$2300.00) and a \$250 sponsorship to be received.

Pet Photos with Santa (December, 2018) (Lynn): Lynn is working on completing the report. She needs to collect any expense information from volunteer Angela for lunch expenses paid. Tentative report reflects gross revenue as \$2794.00. Bethany submitted a bill for services this year. The event was a little better than last year even with the added expense, since photo price was increased.

ONGOING/UPCOMING FUNDRAISERS:

2019 Pet Photo Calendar Contest (Reva): The Calendar is available at all of the vet offices, the Lights of Love Booth, and the Shelter. Calendars are selling, approximately 100 remaining. Karen will check to see if they can sell at Super One.

Rescue Raffle (June-December) (Kori): Tickets are still selling. Tickets will also be available at Home for the Holidays Open House. Kori reported she needs to receive all ticket stubs by Thursday evening. Drawing will take place at New Shelter Friday @ noon via Live Feed on Facebook.

Lights of Love (Nov-Dec 2018) (Karen): Retail is selling well. We are now in new location (the old Radio Shack) which has a lot more room. Ann has been helping price items and rearranging things. Knit beanies and phone popsockets have been really popular items this year.

Raise the Woof (January 18, 2018) (Amber): Advertising has started via social media, newspaper, community calendars, website, flyers, etc. Tickets are for sale. We will be doing a pasty (veggie or beef) dinner included in ticket price. The candy buffet has been very popular the past few years, but this year to increase revenue Amber reported she will be doing a \$5 raffle drawing with a couple donated grand prizes, and guests who purchase raffle tickets will get access to candy buffet as an extra incentive to buy raffle tickets. As usual expenses are higher for this event, but supporters have been excited to see an event on the west-end and it should sell out again this year.

Throttle Sled Night (3rd Party) (Reva): Will be scheduled in February.

OTHER BUSINESS:

Platinum Partners and Business Memberships: Continued conversation about Platinum Partners to finalize the reporting structure. Platinum Partners will be reported on Strut Your Mutt, Cause for Paws, Tee Up for Tails, and Raise the Woof individual reports. Therefore, it will also be divided evenly on budgets. The previous submitted budget was amended at this meeting to be a more accurate reflection of how the committee feels the Platinum Partners will go this year. It was decided that we will budget \$50 to boost Platinum Partners to seek new sponsorships, and we will budget \$160.00 to print two new banners. We are hopeful we can retain the three Platinum Partners we currently have, and add at least one additional. Amber will amend the 2019 budgets and submit to Joan.

Canister Report (Reva/Crystal): Report attached. Valle's canister was removed as the store is closing. There are two new canisters at Carp River Saloon (Marquette Mountain).

The meeting was adjourned at 6:34 p.m.

Respectfully submitted,

Amber Wetton

Chair

FUNDRAISING COMMITTEE MEETING MINUTES

January 15, 2019 5:30 PM

Negaunee Public Library

319 W Case Street Negaunee, MI 49866

Present: Amber Wetton (Chair), Karen Rhodes, Lynn Andronis, Marlene Ombrello, Reva Laituri

Absent: Ann Brownell, Laura Aldridge, Jennifer Beckman, Kori Tossava

REPORTS/UPDATES ON COMPLETED FUNDRAISERS:

Strut Your Mutt (September 15, 2018) (Ann): Report is pending additional retail inventory to be sold at Lights of Love Booth.

Cause for Paws (November, 2018) (Amber): report is pending one Live Auction item (Mascot for a year \$2300.00) and a \$250 sponsorship to be received.

Pet Photos with Santa (December, 2018) (Lynn): report attached. Revenue is over budget even with fewer photos this year.

Rescue Raffle (June-December) (Kori): Drawing took place at new shelter Friday, December 21st. Report Pending.

Lights of Love (Nov-Dec 2018) (Karen): Lights of Love Booth did better than last year. Transitioning between two locations in the mall made things a challenge. Karen made her last trip to the mall today to pack everything up, and packed things needed to go to new shelter for the retail area. Report is pending as Karen is still working on expenses. She had a lot of great volunteers this year.

ONGOING/UPCOMING FUNDRAISERS:

2019 Pet Photo Calendar Contest (Reva): After the Lights of Love Booth closed, Karen did a calendar sale at Super One and Econo. The

remaining calendars are now at Thriftish. Over all the calendar sales made money, but actual calendar sales possibly didn't cover the cost of printing. Voting is where we make the money for this fundraiser. Amber will pick up the remaining calendars at Thriftish and try to sell them by donation at Raise the Woof.

Raise the Woof (January 18, 2018) (Amber): Event is sold out, and volunteers are scheduled. Walmart manager had previously said they would donate a gift card towards the purchase of prizes for the Candy Bar Raffle. It has been a month and a half since donation request was submitted and they now said they cannot make any donations until February 1st as they are renewing their donation program. Amber is scrambling to put together a few last minute prizes but otherwise everything is in order for the event.

Throttle Sled Night (3rd Party) (Reva): Scheduled February 20 2019.

OTHER BUSINESS:

Canister Report (Reva/Crystal): Report attached.

The meeting was adjourned at 6:08 p.m.

Respectfully submitted,

Amber Talo

Chair

FUNDRAISING COMMITTEE CONTACT LIST AND CALENDAR

COMMITTEE MEMBER CONTACTS

fundraising@upaws.org

Amber Talo

Reva Laituri

Lynn Andronis

Ann Brownell (Staff) volunteer@upaws.org

Karen Rhodes

Kori Tossava (C. C. Manager)

Marlene Ombrello

Laura Aldridge

Jennifer Beckman

UPCOMING EVENTS

Raise the Woof (January 18, 2019)

Amber Wetton (Chair)

Throttle Sled Night (Jan or Feb 2019) 3rd Party

Reva Laituri (Liaison)

Econo Pet Tags (May 2018)

Karen Rhodes (Liaison)

Wash 'n Wag (2019)

Vacant (Chair)

Rummage Sale (June-July, 2019)

Deb Winkler (Chair)

Tee Up for Tails (2019)

Karen Rhodes (Chair)

Blueberry Festival (July, 2019)

Karen Rhodes (Chair)

Throttle Bike Night (2019)

Reva Laituri (Liaison)

Super One Cookout (August 31-September 1, 2018) – 3rd Party

Karen Rhodes (Liaison)

Super One Marquette – 228-6777

Super One Negaunee – 475-4132

Strut Your Mutt (September 2019)

Ann Brownell (Chair)

Sally's Ride (September, 2019)

Joan Mulder (Chair)

Cause for Paws (November 2019)

Amber Wetton (Chair)

Mares-Z-Doats Santa Photos (Nov or Dec, 2019)

Lynn Andronis (Chair)

Pet Photo Calendar Contest (April 2018 - January, 2019)

Reva Laituri (Chair)

Rescue Raffle (June – December 2018)

Kori Tossava (Chair)

Lights of Love Booth (Nov-Dec, 2018)

Karen Rhodes (Chair)

ON-GOING FUNDRAISERS AND PROMOTIONS

Canisters

Crystal Swanson (Co-Chair – Marquette City & Township)

Reva Laituri (Co-Chair – Chocolay Township, Negaunee, Ishpeming,
Gwinn, Sands)

Econo Receipts (Feb and Sept)

Karen Rhodes (Chair)

Internet Promotions

Ann Brownell (Chair)

Resale

Ann Brownell (tees/sweats/misc.)

Shelter Manager (animal products)

OTHER CONTACTS

Finance (budgeting)

Joan Mulder (Treasurer) – 249-9539 (h); jmulder@upaws.org

Website (special pages)/Social Media

Ann Brownell – 475-6661; abrownell@upaws.org

Volunteers

Ann Brownell (Volunteer Coordinator) – 475-6661 (w); volunteers@upaws.org

6/2018

Notes:

Dennis LaFond has offered the American Legion in West Ishpeming for use as a venue for a fundraiser at no cost. Capacity is about 300. His number is 486-8042.

The following businesses offer employee volunteer incentives: Kohls, Target, Starbucks, Wells Fargo, Honor Credit Union, Lowes, Walmart

Platinum Sponsors for 2018-2019: Honor Credit Union, Iron Range Agency, Mares-Z-Doats

Mares-Z-Doats Santa Photos 2018

	2018 Budget	2018 Actual
REVENUE		
Included 4 x 6 Photo	\$ 1,500	\$ 2,625
Extra Photos*	75	175 @ \$15 ea
Donations	125	0
Total Revenue	\$ 1,700	\$ 2,794
EXPENSES		
Posters & Handouts	\$ -	-
Lunch	\$ 25	
Photo Processing/Simple Beauty*	\$ 75	257
Facebook Ads	\$ 25	-
Photo Cards	\$ -	118
Misc.	\$ 25	
Total Expenses	\$ 150	\$ 375
NET REVENUE	\$ 1,550	\$ 2,419

NOTES:

2018 In kind
Lunch (2 days) 50

Also included in total photos is redemption of one free certificate from C4P

Canisters 2018

	Collector	Start/End	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Ace True Value	D. Laituri	Sept '18 - Aug '18 - Nov '18										62.00	52.75		114.75
Amperсанд	C. Swanson														-
Animal Medical Center	K. Rhodes		-	-	-	31.66	-	8.28	-	-	7.00	-	-	-	46.94
Aurora Piercing Boutique	C. Swanson	Aug '18									13.08	2.62	-	-	15.70
Bayshore	K. Rhodes		-	-	-	-	16.00	3.00	-	-	-	-	6.69	-	25.69
Ben Franklin	K. Rhodes	Mar '17 -	-	12.88	-	-	-	-	-	41.75	9.11	9.26	-	-	73.00
Big Boy	K. Rhodes		-	-	-	20.00	-	12.05	17.66	-	41.33	-	33.43	-	124.47
Bodega	C. Swanson	May-17	21.32	-	15.68	7.00	-	3.41	17.20	5.00	-	11.25	11.00	-	91.86
Border Grill Main	C. Swanson		26.75	32.11	22.55	11.03	15.67	12.75	8.31	26.90	23.15	8.73	8.09	7.80	203.84
Border Grill Negaunee	R. Laituri		-	-	-	-	-	16.00	-	-	12.25	-	20.50	-	48.75
Buck's Restaurant	D. Laituri	Jan '15 -	20.75	35.50	31.25	17.25	24.75	18.00	31.25	42.75	24.50	25.75	32.50	-	304.25
Cedar Motor Inn	C. Swanson		7.47	-	1.79	0.98	5.19	4.48	1.78	2.55	5.72	6.39	-	9.74	46.09
Check 'N Cash - Ish.	D. Laituri	Jan '17	-	-	-	18.50	-	-	16.75	-	24.25	-	10.50	-	70.00
Check 'N Cash - Mqt.	K. Rhodes	Jan '16 - Jun '15 - May '18	-	-	-	-	-	5.17	-	-	11.63	-	-	-	16.80
Classic Auto	K. Rhodes		-	-	-	-	2.14								2.14
Crossroads Convenience Store	D. Laituri	May-17	41.00	44.50	23.00	54.00	34.25	35.50	69.75	155.25	151.75	121.50	116.75	-	847.25
Culvers	C. Swanson	May '18 -					129.14	107.01	139.17	97.05	153.96	77.43	149.31	33.90	886.97
Elaines	D. Laituri	May '18 -						13.25	15.75	20.00	-	-	58.00	-	107.00
Freedom Gas	C. Swanson		6.95	4.50	5.08	11.75	9.76	25.79	36.71	17.06	48.43	31.80	27.93	-	225.76
Great Lakes Fresh Market	D. Laituri	Jul '16 -	20.25	-	10.75	-	25.25	11.00	28.50	-	24.00	-	20.75	-	140.50
Gwinn/Sawyer Vet Clinic	R. Laituri		-	-	-	52.25	-	-	-	-	8.00	-	-	-	60.25
Honor Credit Union - Gwinn	R. Gustafson	Jun-17	-	-	-	-	-	38.01	-	6.77	-	-	-	-	44.78
Honor Credit Union - Marquette	C. Swanson	May-17	27.81	3.77	-	10.37	3.62	8.25	27.79	2.53	2.25	6.27	-	2.65	95.31
Honor Credit Union - Negaunee	D. Laituri		-	18.75	-	-	-	11.25	-	-	45.01	-	-	-	75.01
Iron Range Agency	R. Laituri	Jan. '17 -	-	-	-	-	-	9.00	-	-	10.00	-	-	-	19.00
Jean Kays	C. Swanson		5.59	7.66	10.78	4.61	3.92	12.26	-	19.72	15.03	13.83	-	9.67	103.07
Jeffrey's	C. Swanson		8.98	6.67	-	13.80	7.24	7.66	-	20.98	9.58	21.85	54.78	-	151.54
Jubilee Ishpeming	D. Laituri		9.00	-	5.25	9.00	9.00	-	10.00	22.00	12.75	11.25	10.00	-	98.25
Kassell's Korner (short term)	R. Laituri	Jun '18							37.25	20.00	19.50	-	-	-	76.75
Kassell's Midway (short term)	R. Laituri	June '18							13.50	3.50	-	-	-	-	17.00
Kountry Korner	R. Gustafson		55.00	60.00	-	-	45.00	126.00	-	165.00	-	130.74	-	-	581.74
Main Street Pizza - Harvey	D. Laituri	Oct '16 -	-	14.00	-	-	11.75	-	27.50	-	17.50	-	14.50	-	85.25
Mares-z-Doats	K. Rhodes		-	-	-	-	-	-	-	-	-	2.00	48.68	-	50.68
My Place	C. Swanson	Jun '17	-	-	-	27.01	5.87	4.74	3.88	5.11	10.26	2.79	-	7.01	66.67
Negaunee Vet Clinic	C. Swanson	Dec '14 -	22.68	11.79	2.42	4.87	-	4.60	-	21.36	12.97	2.50	-	2.00	85.19
New Age Tattoo	C. Swanson		-	3.26	-	5.16	-	7.76	-	5.66	-	5.49	-	-	27.33
Northern Lights	K. Rhodes	Apr '15 -	-	9.09	-	53.11	-	19.53	-	-	99.69	-	-	-	181.42
Northern Vet Associates	R. Laituri	Apr '16 -	40.25	10.50	21.75	3.25	17.50	18.00	10.00	19.00	18.25	3.25	6.75	-	168.50
Poet's Pet Parlor	K. Rhodes	Feb '15-	-	69.57	-	-	-	-	-	-	-	-	-	-	69.57
Ralph's Deli	R. Laituri	Jan '15 -	-	5.75	11.00	-	-	24.25	-	25.25	-	16.75	5.00	-	88.00
Range Bank - Negaunee	D. Laituri	Oct '14 -	-	-	17.50	-	-	11.00	-	-	12.25	-	-	-	40.75
Serendipity Salon	C. Swanson	Feb '15-	-	7.62	-	1.40	-	7.72	-	3.05	-	5.86	-	11.35	37.00
Ship 'N Shop	K. Rhodes	Sep '15 -	-	21.00	-	-	-	27.82	-	-	18.41	-	-	-	67.23
Super One Marquette	C. Swanson		40.30	13.03	-	30.06	77.11	27.18	44.93	40.45	50.62	21.48	60.28	8.04	413.48

Canisters 2019

[illegible]

