

UPPER PENINSULA ANIMAL WELFARE SHELTER

BOARD OF DIRECTORS MEETING

Tuesday, June 22, 2020 / 6 p.m. / Zoom / 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. Approval of Agenda
3. Mission Moment
4. Approval of Minutes
 - a. May 26, 2020 Regular Meeting
5. Unfinished Business
 - a. Construction update (Amber)
 - b. Annual Report – update (Colleen)
 - c. Update on E.D. Search (Alex)
6. New Business
7. Communications
8. President's Report
9. Treasurer's Report
 - a. May Financial Reports
10. Shelter Operations Report(s)
 - a. Community Relations/Volunteer Coordinator Report
 - b. Stats
 - c. Any Additional Operational Reports
11. Committee Reports
 - a. Board Development Committee Report (Scott) – minutes attached
 - b. Dog Park Committee (Amber)
 - c. Finance Committee Report (Amber) – written report attached
 - d. Fundraising Committee Report (Austin) – written report attached
 - e. Strategic Planning Committee Report (Lynn) – did not meet

- f. Personnel Committee Report (Reva) – did not meet
- g. Policy / Bylaw Committee Report (Colleen) – did not meet
- h. Donor Development (Ad Hoc) (Leslie)
- i. Vet Center Committee (Ad Hoc) – (Scott) – did not meet
- j. IT Committee (Ad Hoc) (Chris) – did not meet

12. Board Comment

13. Adjournment

Next Board Meeting Date: July 27, 2020

**UPPER PENINSULA ANIMAL WELFARE SHELTER
BOARD OF DIRECTORS MEETING
Tuesday, May 26, 2020 / 6 p.m.
Minutes**

PRESENT: Reva Laituri (President), Scott Jandron (Vice-President), Amber Talo (Treasurer), Lynn Andronis (Secretary), Chris Danik, Leslie Hurst, Austin Loehr, Alex Petrin, Brett Specker, Colleen Whitehead.

ABSENT: None

GUESTS: None (meeting was held via Zoom)

1. Call to Order/Attendance: Meeting was called to order at 6:02 p.m.
2. Public Comment: None.
3. Approval of Agenda: *Chris made a motion, seconded by Scott, to approve to Agenda as presented. Motion passed with unanimous consent.*
4. Mission Moment: Amber shared “before and after” photos of the first horse that was housed in the barn, spanning a 5-month period. Between our facility and volunteers from Sally’s Fund, we were able to offer transitional care until the horse was transferred. Suggestion was made to include a follow-up in our newsletter.
5. Approval of Minutes:
 - a. April 27, 2020 Regular Meeting – *Colleen made a motion, seconded by Austin, to approve to Minutes as presented. Motion passed with unanimous consent.*
6. Unfinished Business:
 - a. Construction update - Amber reported that Superior Polymer was at shelter last week to begin the process of repairing the flooring and Alex added that they were there today and that they will be there tonight and tomorrow. Alex will try to do walk through for any potential follow-up. Swick will be scheduled (by Hall) for any punch list items. Alex has not received any updates regarding punch list items. Keith (from Hall) will be contacting Alex to coordinate staff scheduling. Amber reported to Hall the uneven gravel surrounding the water spigots in Paws Park. They came out Friday morning with small stones for the areas.
 - b. Annual Report/Meeting – The question was raised as to whether or not we are having an Annual Meeting and an Annual Report after the audit is completed. (The completion date for the audit is uncertain due to COVID.) What are our future plans? Per our Bylaws, the Annual Meeting shall be conducted on the second Tuesday in June. Among the items to be discussed at that meeting is a presentation of the Annual Report. Some members lobbied for holding off on preparing the Annual Report so that we could use audited financial statements as opposed to unaudited statements. Others lobbied for using unaudited financial statements for the Annual Report so as to complete it sooner. Instead of tying the two subjects together (Annual Meeting and Annual Report), there was discussion for treating them as separate issues. *Alex made a motion, seconded by Lynn, to cancel the Annual Meeting this year. Motion passed with unanimous consent.* The Annual Report still needs to be compiled though and someone needs to pull the information together. Colleen has offered to take the lead on writing the report with board member input; Lynn offered to complete the stats portion; we have year-end 2019 (unaudited) financial statement.

- c. Update on E.D. Search – Alex reported that he has received some emails from Mr. Crumm who reported that they were having a slow start, with not many candidates. A recent email from him reported that he has received 10 new applications over the past week and will set up interviews with them. Said he was going to open it up to get more people and wondered if salary or benefits might be hindering interest and asked if there was any flexibility on our part. The final payment for his services is payable on the hiring of a candidate. Austin asked if there was a time length imposed for certain capabilities (i.e., 3 years of fundraising). Answer was “yes”. Alex will be in touch with Mr. Crumm this week.

7. New Business:

- a. Recommendation from the Finance Committee RE: PPP Loan Application – Finance Committee has been researching PPP loans. As 75% of the loan must go to payroll expense, Amber believes it would be beneficial for our revenue operating budget. Although we fill out the application, the dollar amount is calculated by the agency not us. They then inform us if we qualify. In addition, there is no penalty for not using the awarded money. *Austin made a motion, seconded by Alex, to approve the recommendation from Finance Committee to begin the process to apply for the PPP loan through MBank. Motion passed with unanimous consent.*
- b. Temporary Impound Agreement with Ishpeming City – Law Enforcement staff from Ishpeming Township contacted the shelter. The door at their shelter was broken and they wanted to bring a dog to us for the hold period. Reva contacted the Chief and then sent a draft agreement to them to temporarily use our services. The agreement was on a month-to-month basis with a 10-day notification for cancellation. Reva placed the document on the drive late today. *Amber made a motion, seconded by Leslie, to authorize Reva to sign a temporary impound agreement with Ishpeming Township. Motion passed with unanimous consent.*

8. Communications: None.

9. President’s Report: Report submitted.

10. Treasurer’s Report: Individual monthly reports submitted. Amber reported that the recent solicitation letter has done really well.

- a. January Financial Reports – *Lynn made a motion, seconded by Scott, to approve the reports as presented. Motion passed with unanimous consent.*
- b. February Financial Reports – *Austin made a motion, seconded by Colleen, to approve the reports as presented. Motion passed with unanimous consent.*
- c. March Financial Reports – *Chris made a motion, seconded by Alex, to approve the reports as presented. Motion passed with unanimous consent.*
- d. April Financial Reports – *Brett made a motion, seconded by Austin, to approve the reports as presented. Motion passed with unanimous consent.*

Colleen asked if Amber has more info on Thrivent and Simple Plan. The bookkeeper will look into making the payments as we are not paid up to date. Per Amber, this will be handled this week. Brett is investigating another firm and will update.

11. Shelter Operations Reports:

- a. Community Relations/Volunteer Coordinator Report – Written report from Ann submitted.
- b. Stats – Year-to-date data (as of the end of April) posted. Lynn pointed out that the length-of-stay for both dogs and cats have increased since the beginning of the year from single digits to double digits. She also noted that the total number of year-to-date intakes over the last few years has been declining – from 250 (2020) to 394 (2019) to 353 (2018) to 419 (2017). We have early information that there is a case in Houghton that may come to us. It is not clear,

but we do know that they are working on keeping the horses where they are instead of coming to us.

- c. Operational Updates Related to Covid-19 – Reva is getting updates from staff. With things starting to open up a bit, the shelter may start having more activity and we need to plan for possible increased traffic and adjust to novel situations. Kitten season may be starting; Paws Park is open now; staff wants to do cat transfers; staff vacancies are hard to fill now; the length-of-stay for animals would increase due to the current requirement of scheduling appoints for adopters. Colleen also reported that some grant applications require a demonstration of negative financial impact. On another note, Colleen asked about our response plan and transition from now to “normal”. Reva reported that she has worked on it and sent a draft to Ann and Supervisors for their review. It is still in the process of being reviewed by staff. Reva will send it to Colleen afterwards for her review.
- d. Other Operational Reports – Leslie asked where kitty litter is coming from since she is not picking up on the weekly Super One order. It is due to our low census and people ordering it for us via Amazon.

12. Committee Reports:

- a. Board Development Committee Report – Did not meet.
- b. Dog Park Committee – Did not meet. Colleen asked Amber for a description of the committee’s work to incorporate into Bylaws and Policy/Procedures.
- c. Finance Committee Report – Written report submitted.
- d. Fundraising Committee Report – Written reports submitted.
- e. Strategic Planning Committee Report – Did not meet.
- f. Personnel Committee Report – Did not meet.
- g. Policy / Bylaw Committee Report – Did not meet.
- h. Donor Development (Ad Hoc) – No report.
- i. Vet Center Committee (Ad Hoc) – Did not meet.
- j. IT Committee (Ad Hoc) – Written report submitted. Reva reported that staff was having problems with phones; Chris will check in with supervisors regarding the difficulties.

13. Public Comment: None.

14. Board Comment: Lynn requested that members put documents into .pdf format prior to putting them on the drive. Scott commented on state of horse; from October to mid-May, the horse’s physical condition has improved radically.

15. Adjournment: *Alex made a motion, seconded by Leslie, to adjourn the meeting. Motion passed with unanimous consent. Meeting adjourned at 7:35 p.m.*

Next Board Meeting Date: Monday, June 22, 2020

Respectfully submitted,

Counter-Signed

Lynn Andronis, Secretary

Reva Laituri, President

PRESIDENT'S REPORT

June 22, 2020

The Covid 19 Preparedness & Response Plan has been completed and will be put on the drive.

Letter from the President was written for the summer Pet Gazette.

The temporary impound agreement with the City of Ishpeming was signed. The door that was broken at the Ishpeming Township Pound apparently has been temporarily fixed, but we have not yet received a termination notification from the City of Ishpeming. Since the agreement was month-to-month, we are still accepting any animals they might bring to us.

Ishpeming Township has sent two people to us with stray animals. After the second, I called the police chief to advise him we would be more than happy to impound the township's animals, however, we would need to enter into a contract for those services. He said he would look into other options but they did not have the capability to provide care for animals that could potentially be sick. In the second case, he opted to return the cat to the person who found it, telling them he couldn't bring it to us. The people who found the cat then brought it to us.

Respectfully submitted,

Reva Laituri

President

Upper Peninsula Animal Welfare Shelter, Inc.
Statement of Financial Position
As of May 31, 2020

	May 31, 20	May 31, 19	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1010 · mBank Checking	98,290.80	130,388.46	(32,097.66)
1011 · mBank General Savings	234,495.73	236,425.64	(1,929.91)
1012 · mBank Sally's Fund Savings	18,447.63	16,016.86	2,430.77
1013 · mBank Capital Campaign Checking	62,082.87	144,759.62	(82,676.75)
1016 · mBank Capital Campaign Savings	32,010.43	5.56	32,004.87
1070 · PayPal account	2,087.92	0.00	2,087.92
1090 · Cash in Drawer	150.00	0.00	150.00
Total Checking/Savings	447,565.38	527,596.14	(80,030.76)
Accounts Receivable			
1200 · *Accounts Receivable	0.00	1,423.50	(1,423.50)
1524 · Capital Campaign Pledges	75,120.00	110,850.00	(35,730.00)
Total Accounts Receivable	75,120.00	112,273.50	(37,153.50)
Other Current Assets			
1080 · Petty Cash	400.00	400.00	0.00
12100 · Inventory Asset	896.76	0.00	896.76
1528 · N.S. Constuction in Progress	3,592,973.99	3,592,973.99	0.00
1540 · Allowance for Uncol Promises	(2,364.00)	(9,364.00)	7,000.00
1550 · Discount-CC Pledges Receivable	(5,000.00)	(5,000.00)	0.00
1607 · Employee loan	(1,013.41)	0.00	(1,013.41)
Total Other Current Assets	3,585,893.34	3,579,009.99	6,883.35
Total Current Assets	4,108,578.72	4,218,879.63	(110,300.91)
Fixed Assets			
1611 · Land - County Rd 553	20,586.75	20,586.75	0.00
16400 · Vehicles	44,792.00	21,643.00	23,149.00
1645 · Office & Kennel Equipment	5,615.86	5,615.86	0.00
1650 · New Shelter-Furniture & Equip	90,914.59	84,174.79	6,739.80
1670 · Accumulated Depreciation	(27,258.30)	(27,258.30)	0.00
Total Fixed Assets	134,650.90	104,762.10	29,888.80
Other Assets			
1074 · WF Endowment Fund Investments	234,477.29	226,011.35	8,465.94
1700 · Beneficial Interest in MCCF	101,700.19	101,700.19	0.00
1702 · Beneficial Interest-Dixon Trust	652,450.51	629,660.15	22,790.36
9999 · Point of Sale General Asset	(38.00)	0.00	(38.00)
Total Other Assets	988,589.99	957,371.69	31,218.30
TOTAL ASSETS	5,231,819.61	5,281,013.42	(49,193.81)
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2001 · *Accounts Payable	43.20	20,735.87	(20,692.67)
Total Accounts Payable	43.20	20,735.87	(20,692.67)
Other Current Liabilities			
2002 · AP-New Shelter Retainage	986.69	57,227.50	(56,240.81)
2025 · Accrued Benefits	5,492.91	5,492.91	0.00
2100 · Payroll Liabilities			
2101 · Federal Tax W/H Payable	356.48	580.00	(223.52)

	May 31, 20	May 31, 19	\$ Change
2102 · Medicare and SS Payable	877.96	1,653.80	(775.84)
2103 · Michigan W/H Payable	1,275.92	1,906.26	(630.34)
2104 · Suta Tax Payable	160.25	548.45	(388.20)
2108 · AFLAC pre-tax	(28.80)	0.00	(28.80)
2111 · Simple Plan Payable	1,580.29	0.00	1,580.29
2100 · Payroll Liabilities - Other	0.00	(4,981.74)	4,981.74
Total 2100 · Payroll Liabilities	4,222.10	(293.23)	4,515.33
2550 · Sales Tax Payable	32.26	0.00	32.26
Total Other Current Liabilities	10,733.96	62,427.18	(51,693.22)
Total Current Liabilities	10,777.16	83,163.05	(72,385.89)
Long Term Liabilities			
2300 · Mortgage-New Shelter	1,071,189.68	1,100,000.00	(28,810.32)
Total Long Term Liabilities	1,071,189.68	1,100,000.00	(28,810.32)
Total Liabilities	1,081,966.84	1,183,163.05	(101,196.21)
Equity			
3001 · Beg Net Assets Temp Restricted	1,230,388.00	1,230,388.00	0.00
3002 · Beg net Assets Perm Restricted	294,517.00	294,517.00	0.00
3040 · Beg net Assets Unrestricted	95,970.45	95,970.45	0.00
3900 · Retained Earnings	2,604,577.11	2,374,570.98	230,006.13
Net Income	(75,599.79)	102,403.94	(178,003.73)
Total Equity	4,149,852.77	4,097,850.37	52,002.40
TOTAL LIABILITIES & EQUITY	5,231,819.61	5,281,013.42	(49,193.81)

Upper Peninsula Animal Welfare Shelter, Inc.
Budget to Actual 2020

May 2020

	May 20	Budget	Jan - May 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · SHELTER REVENUE					
4005 · Pet Adoptions	3,477.50	7,666.66	17,869.95	38,333.38	92,000.00
4010 · Redeemed Animals	120.00	333.33	1,276.00	1,666.69	4,000.00
4017 · Dog Park	0.00	750.00	891.00	3,750.00	9,000.00
4018 · Rentals	0.00	200.00	0.00	1,000.00	2,400.00
4020 · Government Contracted Services	78.00	833.33	4,426.00	4,166.65	10,000.00
4025 · Restitutions/Investigations	0.00	0.00	0.00	0.00	0.00
4030 · Dog License Revenue	76.00	41.66	194.00	208.30	500.00
4031 · Microchipping	80.00	100.00	440.00	500.00	1,200.00
4032 · Nail Clipping	10.00	62.50	120.00	312.50	750.00
4033 · Community Spay/Neuter	0.00	416.66	3,430.00	2,083.38	5,000.00
4050 · Miscellaneous Services	0.00	50.00	90.00	250.00	600.00
4060 · Cremation Services Revenue	158.00	208.34	1,029.00	1,041.69	2,500.00
Total 4000 · SHELTER REVENUE	3,999.50	10,662.48	29,765.95	53,312.59	127,950.00
4156 · GRANT REVENUE					
4157 · General Grants	0.00	4,166.66	1,050.00	20,833.30	50,000.00
4156 · GRANT REVENUE - Other	0.00		0.00		
Total 4156 · GRANT REVENUE	0.00	4,166.66	1,050.00	20,833.30	50,000.00
4200 · FUNDRAISING REVENUE					
4127 · Wash & Wag	0.00	0.00	0.00	0.00	1,345.00
4128 · Misc/3rd Party Fundraisers	0.00	357.92	1,214.00	1,789.56	4,295.00
4140 · Canisters	442.69	850.00	2,512.95	4,250.00	10,200.00
4143 · Econo Receipts	0.00	625.00	2,644.05	3,125.00	7,500.00
4144 · Cause for Paws	500.00	0.00	1,010.00	0.00	25,500.00
4146 · Rummage Sale	0.00	0.00	0.00	0.00	0.00
4147 · Strut Your Mutt	500.00	0.00	1,000.00	0.00	22,000.00
4151 · Raise The Woof	500.00	0.00	4,705.75	6,850.00	6,850.00
4170 · TUFT Golf Outing	500.00	0.00	1,000.00	0.00	19,900.00
4183 · Rescue Raffle	0.00	0.00	0.00	0.00	4,000.00
4185 · Lights of Love	0.00	0.00	321.25	0.00	3,100.00
4197 · Calendar	2,616.00	897.33	2,932.83	4,486.65	10,768.00
4204 · MZD Santa Pics	0.00	0.00	0.00	0.00	3,080.00
Total 4200 · FUNDRAISING REVENUE	5,058.69	2,730.25	17,340.83	20,501.21	118,538.00
43400 · DIRECT PUBLIC SUPPORT					
4006 · Pet Care Sponsorship	713.00	916.70	2,339.48	4,583.34	11,000.00
4008 · Pet Promotion Sponsorship	100.00	116.66	140.00	583.32	1,400.00
4109 · Pink Lady	300.00	500.00	1,960.00	2,500.00	6,000.00
4110 · Donations	7,582.70	10,416.66	39,693.06	52,083.30	125,000.00
4120 · Special Gifts	1,362.00	958.36	3,487.00	4,791.71	11,500.00
4123 · Memorial Bricks/Tiles	0.00	625.00	0.00	3,125.00	7,500.00
4125 · Donated Svs/Material In Kind	1,950.00	0.00	13,698.50	0.00	0.00
4130 · Memorials/Honorariums	1,360.00	4,166.74	14,378.20	20,833.38	50,000.00
4132 · Deb's Dog Revenue	35.00	125.00	780.00	625.00	1,500.00
4135 · Bequests	0.00	0.00	19,140.22	0.00	0.00
4152 · Direct Solicitations	1,645.00	3,333.33	19,041.00	16,666.65	40,000.00
4188 · Naming Opportunities	0.00	6,333.33	0.00	31,666.65	76,000.00
Total 43400 · DIRECT PUBLIC SUPPORT	15,047.70	27,491.78	114,657.46	137,458.35	329,900.00
4500 · OTHER Revenue					
4112 · Kids Club	0.00	116.66	100.00	583.30	1,400.00
4201 · Home2Home	0.00	12.50	45.00	62.50	150.00
4205 · Resale Items Revenue	467.87	2,916.67	2,727.80	14,583.31	35,000.00
4215 · Interest Revenue	1.28	4.00	8.08	20.00	48.00
4220 · Miscellaneous Revenue	6.00	0.00	340.07	0.00	0.00
4221 · Endowment Fund Earnings	0.00	416.74	0.00	2,083.38	5,000.00
4223 · MCCF B.Reider Fund Distribution	15,880.29	541.74	15,880.29	2,708.38	6,500.00
4227 · Distribtution from Dixon Estate	0.00	933.37	5,748.77	4,666.69	11,200.00
Total 4500 · OTHER Revenue	16,355.44	4,941.68	24,850.01	24,707.56	59,298.00
46000 · Merchandise Sales	0.00		0.00		
48600 · Service Sales	0.00		0.00		
Total Income	40,461.33	49,992.85	187,664.25	256,813.01	685,686.00
Gross Profit	40,461.33	49,992.85	187,664.25	256,813.01	685,686.00
Expense					
5000 · Employee Expense					
5200 · Payroll Expenses	0.00		313.64		
5201 · Wages & Salaries	16,776.59	25,942.58	81,810.19	129,712.94	311,311.00

	May 20	Budget	Jan - May 20	YTD Budget	Annual Budget
5225 · Simple Plan Employer	0.00	106.21	0.00	531.05	1,274.52
5230 · Michigan Unemployment Payable	0.00	105.00	(22.04)	525.00	1,260.00
5235 · Employer Social Security	1,040.16	1,608.44	5,071.37	8,042.20	19,301.28
5240 · Employer Medicare	243.26	376.17	1,186.04	1,880.81	4,514.00
5245 · Worker's Compensation	289.00	274.66	4,741.00	1,373.38	3,296.00
Total 5000 · Employee Expense	18,349.01	28,413.06	93,100.20	142,065.38	340,956.80
5500 · OPERATING EXPENSE					
5009 · Phone/Network Access	265.33	234.83	1,739.14	1,174.19	2,818.00
5011 · Merchant Service Fees	305.93	500.00	2,304.96	2,500.00	6,000.00
5012 · Bank Service Charges	40.00	10.00	87.16	50.00	120.00
5013 · Paypal Fees	124.00	45.00	153.91	225.00	540.00
5014 · Square Fees	0.19		40.11		
5050 · Utilities	1,742.92	3,000.00	13,678.44	15,000.00	36,000.00
5100 · Cleaning Supplies	91.29	300.00	1,988.84	1,500.00	3,600.00
5102 · Animal Supplies/Equipment	9.94	250.00	1,587.63	1,250.00	3,000.00
5105 · Repairs/Maintenance	486.60	500.00	2,622.03	2,500.00	6,000.00
5106 · Garbage/Snow Removal	160.00	700.00	6,163.18	4,600.00	10,000.00
5115 · Office Supplies/Postage	705.15	506.25	1,569.26	2,531.25	6,075.00
5117 · Community Spay/Neuter	125.00	833.33	2,266.00	4,166.69	10,000.00
5120 · Building/Auto Insurance	0.00	709.66	8,573.64	3,548.38	8,516.00
5125 · Food	753.23	708.37	6,918.40	3,541.69	8,500.00
5127 · Microchips	0.00	750.00	3,108.00	3,750.00	9,000.00
5130 · Medical Supplies-Vaccines	1,168.54	1,833.37	3,715.24	9,166.69	22,000.00
5135 · Vet Care	1,987.16	5,416.00	26,962.89	27,980.00	65,000.00
5140 · Spay & Neuter Expense	591.50	2,166.70	12,180.00	10,833.38	26,000.00
5145 · Vehicle	115.40	250.00	294.88	1,250.00	3,000.00
5146 · Dog License Expense	38.00	16.60	74.00	83.00	200.00
5150 · Mileage	23.00	62.50	44.28	312.50	750.00
5165 · Cash over/short	18.72		(47.42)		
5180 · Donated Services/Materials	0.00		2,100.00		
5183 · Deb's Dog Expense	184.41	100.00	482.51	500.00	1,200.00
5530 · Cremation Services Expense	90.00	166.67	1,094.00	833.35	2,000.00
6138 · Pink Lady Expense	156.00	500.00	3,390.96	2,500.00	6,000.00
6524 · Dog Park	165.75	175.00	375.52	875.00	2,100.00
6528 · Rentals	0.00	0.00	0.00	0.00	0.00
6539 · Computer Software	0.00	83.33	803.23	416.69	1,000.00
6565 · IT Consulting	0.00	375.00	0.00	1,875.00	4,500.00
Total 5500 · OPERATING EXPENSE	9,348.06	20,192.61	104,270.79	102,062.81	243,919.00
5550 · GRANT EXPENSE					
5551 · General Grants	0.00	416.68	799.89	2,083.32	5,000.00
5550 · GRANT EXPENSE - Other	500.00		500.00		
Total 5550 · GRANT EXPENSE	500.00	416.68	1,299.89	2,083.32	5,000.00
5600 · FUNDRAISING EXPENSE					
5603 · MZD Santa Pics Expense	0.00	0.00	0.00	0.00	30.00
6307 · Calendar Expense	0.00	252.08	0.00	1,260.40	3,025.00
6308 · Wash & Wag Expense	0.00	0.00	140.00	0.00	455.00
6311 · Cause for Paws Expense	0.00	0.00	180.00	0.00	7,000.00
6312 · Rummage Sale Expense	0.00	0.00	0.00	0.00	0.00
6315 · Misc/3rd Party Fund Expense	(240.00)	75.00	(123.00)	325.00	575.00
6317 · Raise The Woof Expense	0.00	0.00	2,757.99	3,443.83	3,443.83
6322 · Rescue Raffle Expense	129.00	50.00	179.00	50.00	2,150.00
6324 · Miscellaneous Expenses	0.00	77.08	0.00	385.40	925.00
6330 · TUFT Golf Outing Expense	50.00	0.00	50.00	0.00	7,237.50
6355 · Lights of Love Expense	0.00	0.00	0.00	0.00	100.00
6550 · Strut Your Mutt Expense	0.00	0.00	(250.00)	0.00	4,965.00
6551 · Canisters Expense	0.00	16.66	0.00	83.30	200.00
Total 5600 · FUNDRAISING EXPENSE	(61.00)	470.82	2,933.99	5,547.93	30,106.33
59900 · POS Inventory Adjustments	0.00		(550.35)		
6000 · OTHER EXPENSE					
5142 · Volunteer Program	100.00	166.67	289.92	833.31	2,000.00
6313 · Direct Solicitations	0.00	800.00	3,254.17	4,000.00	9,600.00
6503 · Community Outreach	60.00	176.70	176.00	883.34	2,120.00
6504 · Memorial Bricks/Tiles	0.00	316.70	2,750.00	1,583.38	3,800.00
6505 · Professional Fees	3,531.00	1,333.33	17,261.30	6,666.69	16,000.00
6510 · Publications	0.00	1,125.00	0.00	5,625.00	13,500.00
6511 · Pet Promotion Expense	340.52	291.70	1,050.16	1,458.38	3,500.00
6515 · Promotions & Advertising	54.00	311.33	147.00	1,556.65	3,736.00
6523 · Kids Club	0.00	84.16	69.99	420.88	1,010.00
6525 · Resale Items Expense					
5129 · Employee Uniforms	0.00	25.00	66.50	125.00	300.00

	May 20	Budget	Jan - May 20	YTD Budget	Annual Budget
6525 · Resale Items Expense - Other	468.04	1,833.33	3,132.90	9,166.65	22,000.00
Total 6525 · Resale Items Expense	468.04	1,858.33	3,199.40	9,291.65	22,300.00
6530 · Conferences	0.00	166.66	0.00	833.30	2,000.00
6532 · Donor Development	0.00	130.00	0.00	650.00	1,560.00
6535 · Licenses, Dues, Permits & Fees	0.00	125.00	254.00	625.00	1,500.00
6540 · Miscellaneous Expense	1,046.45	100.00	1,990.95	500.00	1,200.00
6561 · Investment Expense	0.00	0.00	1,143.18	0.00	0.00
6590 · Mortgage Fees/Interest	2,815.49	2,651.95	13,440.26	13,502.50	32,234.35
6688 · Naming Opportunity Expense	0.00	20.00	0.00	100.00	240.00
Total 6000 · OTHER EXPENSE	8,415.50	9,657.53	45,026.33	48,530.08	116,300.35
6548 · Bad Debt Expense	10.00		10.00		
Total Expense	36,561.57	59,150.70	246,090.85	300,289.52	736,282.48
Net Ordinary Income	3,899.76	(9,157.85)	(58,426.60)	(43,476.51)	(50,596.48)
Other Income/Expense					
Other Income					
4300 · Unrealized Gain/Loss	9,269.41		(11,912.57)		
4400 · RESTRICTED REVENUE					
7300 · New Shelter					
4219 · New Shelter Revenue	0.00		(2,105.00)		
6519 · Capital/Bldg Improvements Exp	0.00		250.00		
6536 · New Shelter Expense	0.00		(1,600.00)		
Total 7300 · New Shelter	0.00		(3,455.00)		
7400 · SALLY'S FUND					
4218 · Sally's Fund Revenue	0.00	75.00	0.00	375.00	900.00
6518 · Sally's Fund Expense	(585.14)	0.00	(1,134.54)	0.00	(375.00)
Total 7400 · SALLY'S FUND	(585.14)	75.00	(1,134.54)	375.00	525.00
7800 · COMMUNITY SPAY/NEUTER					
4210 · Community Spay/Neuter Revenue	0.00		0.00		
Total 7800 · COMMUNITY SPAY/NEUTER	0.00		0.00		
Total 4400 · RESTRICTED REVENUE	(585.14)	75.00	(4,589.54)	375.00	525.00
8000 · Reading Program Revenue	0.00	0.00	1,941.01	1,990.00	1,990.00
Total Other Income	8,684.27	75.00	(14,561.10)	2,365.00	2,515.00
Other Expense					
8001 · Reading Program Expense	22.49	0.00	2,612.09	(2,990.00)	(2,990.00)
Total Other Expense	22.49	0.00	2,612.09	(2,990.00)	(2,990.00)
Net Other Income	8,661.78	75.00	(17,173.19)	5,355.00	5,505.00
Net Income	12,561.54	(9,082.85)	(75,599.79)	(38,121.51)	(45,091.48)

Upper Peninsula Animal Welfare Shelter, Inc.
Statement of Financial Income and Expense
May 2020

	May 20	May 19	Jan - May 20
Ordinary Income/Expense			
Income			
4000 · SHELTER REVENUE			
4005 · Pet Adoptions	3,477.50	5,287.61	17,869.95
4010 · Redeemed Animals	120.00	477.50	1,276.00
4017 · Dog Park	0.00	0.00	891.00
4020 · Government Contracted Services	78.00	1,189.50	4,426.00
4030 · Dog License Revenue	76.00	28.00	194.00
4031 · Microchipping	80.00	0.00	440.00
4032 · Nail Clipping	10.00	80.00	120.00
4033 · Community Spay/Neuter	0.00	200.00	3,330.00
4050 · Miscellaneous Services	(159.00)	100.00	(69.00)
4060 · Cremation Services Revenue	317.00	0.00	1,188.00
Total 4000 · SHELTER REVENUE	3,999.50	7,362.61	29,665.95
4156 · GRANT REVENUE			
4157 · General Grants	0.00	0.00	1,050.00
4156 · GRANT REVENUE - Other	0.00	0.00	0.00
Total 4156 · GRANT REVENUE	0.00	0.00	1,050.00
4200 · FUNDRAISING REVENUE			
4128 · Misc/3rd Party Fundraisers	240.00	0.00	1,454.00
4140 · Canisters	442.69	518.04	2,512.95
4143 · Econo Receipts	0.00	0.00	2,644.05
4144 · Cause for Paws	500.00	0.00	1,010.00
4147 · Strut Your Mutt	500.00	0.00	1,000.00
4151 · Raise The Woof	500.00	0.00	4,705.75
4170 · TUFT Golf Outing	500.00	4,025.00	1,000.00
4185 · Lights of Love	0.00	0.00	321.25
4197 · Calendar	2,616.00	756.00	2,932.83
Total 4200 · FUNDRAISING REVENUE	5,298.69	5,299.04	17,580.83
43400 · DIRECT PUBLIC SUPPORT			
4006 · Pet Care Sponsorship	713.00	220.00	2,339.48
4008 · Pet Promotion Sponsorship	100.00	685.00	140.00
4109 · Pink Lady	300.00	1,969.00	1,960.00
4110 · Donations	7,582.70	4,547.29	39,693.06
4120 · Special Gifts	1,362.00	697.59	3,487.00
4125 · Donated Svs/Material In Kind	1,950.00	0.00	13,698.50
4130 · Memorials/Honorariums	1,360.00	4,583.00	14,378.20
4132 · Deb's Dog Revenue	35.00	350.00	780.00
4135 · Bequests	0.00	0.00	19,140.22
4152 · Direct Solicitations	1,645.00	1,610.00	19,041.00
Total 43400 · DIRECT PUBLIC SUPPORT	15,047.70	14,661.88	114,657.46
4500 · OTHER Revenue			
4112 · Kids Club	0.00	0.00	100.00
4201 · Home2Home	0.00	0.00	45.00
4205 · Resale Items Revenue	467.87	938.90	2,727.80
4215 · Interest Revenue	1.28	65.88	8.08
4220 · Miscellaneous Revenue	6.00	0.00	340.07

	May 20	May 19	Jan - May 20
4223 · MCCF B.Reider Fund Distribution	15,880.29	0.00	15,880.29
4227 · Distribtution from Dixon Estate	0.00	0.00	5,748.77
4239 · Legacy Fundraising Income	0.00	70,200.00	0.00
Total 4500 · OTHER Revenue	16,355.44	71,204.78	24,850.01
46000 · Merchandise Sales	0.00	0.00	0.00
48600 · Service Sales	0.00	0.00	0.00
Total Income	40,701.33	98,528.31	187,804.25
Gross Profit	40,701.33	98,528.31	187,804.25
Expense			
5000 · Employee Expense			
5200 · Payroll Expenses	0.00	159.04	313.64
5201 · Wages & Salaries	16,776.59	31,019.92	81,810.19
5225 · Simple Plan Employer	0.00	252.43	0.00
5230 · Michigan Unemployment Payable	0.00	272.89	(22.04)
5235 · Employer Social Security	1,040.16	1,925.47	5,071.37
5240 · Employer Medicare	243.26	450.31	1,186.04
5245 · Worker's Compensation	289.00	295.00	4,741.00
Total 5000 · Employee Expense	18,349.01	34,375.06	93,100.20
5500 · OPERATING EXPENSE			
5009 · Phone/Network Access	265.33	113.72	1,739.14
5011 · Merchant Service Fees	305.93	355.84	2,304.96
5012 · Bank Service Charges	40.00	0.00	87.16
5013 · Paypal Fees	124.00	0.00	153.91
5014 · Square Fees	0.19	0.00	40.11
5050 · Utilities	1,742.92	4,977.14	13,678.44
5100 · Cleaning Supplies	91.29	619.12	1,988.84
5102 · Animal Supplies/Equipment	9.94	207.27	1,587.63
5105 · Repairs/Maintenance	486.60	555.61	2,622.03
5106 · Garbage/Snow Removal	160.00	660.85	6,163.18
5115 · Office Supplies/Postage	705.15	110.68	1,569.26
5116 · Postage	0.00	165.00	0.00
5117 · Community Spay/Neuter	125.00	498.00	2,266.00
5120 · Building/Auto Insurance	0.00	(847.00)	8,573.64
5125 · Food	753.23	868.08	6,918.40
5127 · Microchips	0.00	0.00	3,108.00
5130 · Medical Supplies-Vaccines	1,168.54	1,880.45	3,715.24
5135 · Vet Care	1,987.16	5,319.47	26,962.89
5137 · Vaccines	0.00	2,120.67	0.00
5139 · Spay Day Expense	0.00	0.00	0.00
5140 · Spay & Neuter Expense	591.50	1,703.55	12,180.00
5145 · Vehicle	115.40	184.97	294.88
5146 · Dog License Expense	38.00	60.00	74.00
5150 · Mileage	23.00	43.15	44.28
5165 · Cash over/short	18.72	0.00	(47.42)
5180 · Donated Services/Materials	0.00	0.00	2,100.00
5183 · Deb's Dog Expense	184.41	161.00	482.51
5530 · Cremation Services Expense	90.00	0.00	1,094.00
6138 · Pink Lady Expense	156.00	0.00	3,390.96

	May 20	May 19	Jan - May 20
6524 · Dog Park	165.75	0.00	375.52
6539 · Computer Software	0.00	376.23	803.23
Total 5500 · OPERATING EXPENSE	9,348.06	20,133.80	104,270.79
5550 · GRANT EXPENSE			
5551 · General Grants	0.00	1,117.38	799.89
5550 · GRANT EXPENSE - Other	500.00	0.00	500.00
Total 5550 · GRANT EXPENSE	500.00	1,117.38	1,299.89
5600 · FUNDRAISING EXPENSE			
6308 · Wash & Wag Expense	0.00	0.00	140.00
6311 · Cause for Paws Expense	0.00	0.00	180.00
6315 · Misc/3rd Party Fund Expense	0.00	137.51	117.00
6317 · Raise The Woof Expense	0.00	0.00	2,757.99
6322 · Rescue Raffle Expense	129.00	0.00	179.00
6330 · TUFT Golf Outing Expense	50.00	50.00	50.00
6550 · Strut Your Mutt Expense	0.00	0.00	(250.00)
Total 5600 · FUNDRAISING EXPENSE	179.00	187.51	3,173.99
59900 · POS Inventory Adjustments	0.00	0.00	(550.35)
6000 · OTHER EXPENSE			
5142 · Volunteer Program	100.00	81.04	289.92
6313 · Direct Solicitations	0.00	0.00	3,254.17
6503 · Community Outreach	60.00	32.98	176.00
6504 · Memorial Bricks/Tiles	0.00	0.00	2,750.00
6505 · Professional Fees	3,531.00	0.00	17,261.30
6510 · Publications	0.00	5,302.33	0.00
6511 · Pet Promotion Expense	340.52	377.08	1,050.16
6515 · Promotions & Advertising	54.00	8.00	147.00
6523 · Kids Club	0.00	0.00	69.99
6525 · Resale Items Expense			
5129 · Employee Uniforms	0.00	0.00	66.50
6525 · Resale Items Expense - Other	468.04	107.22	3,132.90
Total 6525 · Resale Items Expense	468.04	107.22	3,199.40
6526 · MI Sales Tax	0.00	(54.82)	0.00
6530 · Conferences	0.00	600.00	0.00
6535 · Licenses, Dues, Permits & Fees	0.00	265.00	254.00
6540 · Miscellaneous Expense	1,046.45	0.00	1,990.95
6561 · Investment Expense	0.00	0.00	1,143.18
6590 · Mortgage Fees/Interest	2,815.49	2,814.38	13,440.26
Total 6000 · OTHER EXPENSE	8,415.50	9,533.21	45,026.33
6548 · Bad Debt Expense	10.00	0.00	10.00
Total Expense	36,801.57	65,346.96	246,330.85
Net Ordinary Income	3,899.76	33,181.35	(58,526.60)
Other Income/Expense			
Other Income			

	May 20	May 19	Jan - May 20
4226 · Change in Value-Dixon Trust	0.00	(6,351.37)	0.00
4300 · Unrealized Gain/Loss	9,269.41	(5,887.81)	(11,912.57)
4310 · Realized Loss/Gain LT Invstmnt	0.00	(562.62)	0.00
4400 · RESTRICTED REVENUE			
7300 · New Shelter			
4219 · New Shelter Revenue	0.00	0.00	(2,105.00)
6519 · Capital/Bldg Improvements Exp	0.00	0.00	250.00
6536 · New Shelter Expense	0.00	0.00	(1,600.00)
Total 7300 · New Shelter	0.00	0.00	(3,455.00)
7400 · SALLY'S FUND			
6518 · Sally's Fund Expense	(585.14)	0.00	(1,134.54)
Total 7400 · SALLY'S FUND	(585.14)	0.00	(1,134.54)
7800 · COMMUNITY SPAY/NEUTER			
4210 · Community Spay/Neuter Revenue	0.00	0.00	100.00
Total 7800 · COMMUNITY SPAY/NEUTER	0.00	0.00	100.00
Total 4400 · RESTRICTED REVENUE	(585.14)	0.00	(4,489.54)
8000 · Reading Program Revenue	0.00	0.00	1,941.01
Total Other Income	8,684.27	(12,801.80)	(14,461.10)
Other Expense			
8001 · Reading Program Expense	22.49	0.00	2,612.09
Total Other Expense	22.49	0.00	2,612.09
Net Other Income	8,661.78	(12,801.80)	(17,073.19)
Net Income	12,561.54	20,379.55	(75,599.79)

Upper Peninsula Animal Welfare Shelter, Inc.
Statement of Financial Income and Expense
May 2020

	May 20	May 19	Jan - May 20
Ordinary Income/Expense			
Income			
4000 · SHELTER REVENUE			
4005 · Pet Adoptions	3,477.50	5,287.61	17,869.95
4010 · Redeemed Animals	120.00	477.50	1,276.00
4017 · Dog Park	0.00	0.00	891.00
4020 · Government Contracted Services	78.00	1,189.50	4,426.00
4030 · Dog License Revenue	76.00	28.00	194.00
4031 · Microchipping	80.00	0.00	440.00
4032 · Nail Clipping	10.00	80.00	120.00
4033 · Community Spay/Neuter	0.00	200.00	3,430.00
4050 · Miscellaneous Services	0.00	100.00	90.00
4060 · Cremation Services Revenue	158.00	0.00	1,029.00
Total 4000 · SHELTER REVENUE	3,999.50	7,362.61	29,765.95
4156 · GRANT REVENUE			
4157 · General Grants	0.00	0.00	1,050.00
4156 · GRANT REVENUE - Other	0.00	0.00	0.00
Total 4156 · GRANT REVENUE	0.00	0.00	1,050.00
4200 · FUNDRAISING REVENUE			
4128 · Misc/3rd Party Fundraisers	0.00	0.00	1,214.00
4140 · Canisters	442.69	518.04	2,512.95
4143 · Econo Receipts	0.00	0.00	2,644.05
4144 · Cause for Paws	500.00	0.00	1,010.00
4147 · Strut Your Mutt	500.00	0.00	1,000.00
4151 · Raise The Woof	500.00	0.00	4,705.75
4170 · TUFT Golf Outing	500.00	4,025.00	1,000.00
4185 · Lights of Love	0.00	0.00	321.25
4197 · Calendar	2,616.00	756.00	2,932.83
Total 4200 · FUNDRAISING REVENUE	5,058.69	5,299.04	17,340.83
43400 · DIRECT PUBLIC SUPPORT			
4006 · Pet Care Sponsorship	713.00	220.00	2,339.48
4008 · Pet Promotion Sponsorship	100.00	685.00	140.00
4109 · Pink Lady	300.00	1,969.00	1,960.00
4110 · Donations	7,582.70	4,547.29	39,693.06
4120 · Special Gifts	1,362.00	697.59	3,487.00
4125 · Donated Svs/Material In Kind	1,950.00	0.00	13,698.50
4130 · Memorials/Honorariums	1,360.00	4,583.00	14,378.20
4132 · Deb's Dog Revenue	35.00	350.00	780.00
4135 · Bequests	0.00	0.00	19,140.22
4152 · Direct Solicitations	1,645.00	1,610.00	19,041.00
Total 43400 · DIRECT PUBLIC SUPPORT	15,047.70	14,661.88	114,657.46
4500 · OTHER Revenue			
4112 · Kids Club	0.00	0.00	100.00
4201 · Home2Home	0.00	0.00	45.00
4205 · Resale Items Revenue	467.87	938.90	2,727.80
4215 · Interest Revenue	1.28	65.88	8.08
4220 · Miscellaneous Revenue	6.00	0.00	340.07

	May 20	May 19	Jan - May 20
4223 · MCCF B.Reider Fund Distribution	15,880.29	0.00	15,880.29
4227 · Distribtution from Dixon Estate	0.00	0.00	5,748.77
4239 · Legacy Fundraising Income	0.00	70,200.00	0.00
Total 4500 · OTHER Revenue	16,355.44	71,204.78	24,850.01
46000 · Merchandise Sales	0.00	0.00	0.00
48600 · Service Sales	0.00	0.00	0.00
Total Income	40,461.33	98,528.31	187,664.25
Gross Profit	40,461.33	98,528.31	187,664.25
Expense			
5000 · Employee Expense			
5200 · Payroll Expenses	0.00	159.04	313.64
5201 · Wages & Salaries	16,776.59	31,019.92	81,810.19
5225 · Simple Plan Employer	0.00	252.43	0.00
5230 · Michigan Unemployment Payable	0.00	272.89	(22.04)
5235 · Employer Social Security	1,040.16	1,925.47	5,071.37
5240 · Employer Medicare	243.26	450.31	1,186.04
5245 · Worker's Compensation	289.00	295.00	4,741.00
Total 5000 · Employee Expense	18,349.01	34,375.06	93,100.20
5500 · OPERATING EXPENSE			
5009 · Phone/Network Access	265.33	113.72	1,739.14
5011 · Merchant Service Fees	305.93	355.84	2,304.96
5012 · Bank Service Charges	40.00	0.00	87.16
5013 · Paypal Fees	124.00	0.00	153.91
5014 · Square Fees	0.19	0.00	40.11
5050 · Utilities	1,742.92	4,977.14	13,678.44
5100 · Cleaning Supplies	91.29	619.12	1,988.84
5102 · Animal Supplies/Equipment	9.94	207.27	1,587.63
5105 · Repairs/Maintenance	486.60	555.61	2,622.03
5106 · Garbage/Snow Removal	160.00	660.85	6,163.18
5115 · Office Supplies/Postage	705.15	110.68	1,569.26
5116 · Postage	0.00	165.00	0.00
5117 · Community Spay/Neuter	125.00	498.00	2,266.00
5120 · Building/Auto Insurance	0.00	(847.00)	8,573.64
5125 · Food	753.23	868.08	6,918.40
5127 · Microchips	0.00	0.00	3,108.00
5130 · Medical Supplies-Vaccines	1,168.54	1,880.45	3,715.24
5135 · Vet Care	1,987.16	5,319.47	26,962.89
5137 · Vaccines	0.00	2,120.67	0.00
5139 · Spay Day Expense	0.00	0.00	0.00
5140 · Spay & Neuter Expense	591.50	1,703.55	12,180.00
5145 · Vehicle	115.40	184.97	294.88
5146 · Dog License Expense	38.00	60.00	74.00
5150 · Mileage	23.00	43.15	44.28
5165 · Cash over/short	18.72	0.00	(47.42)
5180 · Donated Services/Materials	0.00	0.00	2,100.00
5183 · Deb's Dog Expense	184.41	161.00	482.51
5530 · Cremation Services Expense	90.00	0.00	1,094.00
6138 · Pink Lady Expense	156.00	0.00	3,390.96

	May 20	May 19	Jan - May 20
6524 · Dog Park	165.75	0.00	375.52
6539 · Computer Software	0.00	376.23	803.23
Total 5500 · OPERATING EXPENSE	9,348.06	20,133.80	104,270.79
5550 · GRANT EXPENSE			
5551 · General Grants	0.00	1,117.38	799.89
5550 · GRANT EXPENSE - Other	500.00	0.00	500.00
Total 5550 · GRANT EXPENSE	500.00	1,117.38	1,299.89
5600 · FUNDRAISING EXPENSE			
6308 · Wash & Wag Expense	0.00	0.00	140.00
6311 · Cause for Paws Expense	0.00	0.00	180.00
6315 · Misc/3rd Party Fund Expense	(240.00)	137.51	(123.00)
6317 · Raise The Woof Expense	0.00	0.00	2,757.99
6322 · Rescue Raffle Expense	129.00	0.00	179.00
6330 · TUFT Golf Outing Expense	50.00	50.00	50.00
6550 · Strut Your Mutt Expense	0.00	0.00	(250.00)
Total 5600 · FUNDRAISING EXPENSE	(61.00)	187.51	2,933.99
59900 · POS Inventory Adjustments	0.00	0.00	(550.35)
6000 · OTHER EXPENSE			
5142 · Volunteer Program	100.00	81.04	289.92
6313 · Direct Solicitations	0.00	0.00	3,254.17
6503 · Community Outreach	60.00	32.98	176.00
6504 · Memorial Bricks/Tiles	0.00	0.00	2,750.00
6505 · Professional Fees	3,531.00	0.00	17,261.30
6510 · Publications	0.00	5,302.33	0.00
6511 · Pet Promotion Expense	340.52	377.08	1,050.16
6515 · Promotions & Advertising	54.00	8.00	147.00
6523 · Kids Club	0.00	0.00	69.99
6525 · Resale Items Expense			
5129 · Employee Uniforms	0.00	0.00	66.50
6525 · Resale Items Expense - Other	468.04	107.22	3,132.90
Total 6525 · Resale Items Expense	468.04	107.22	3,199.40
6526 · MI Sales Tax	0.00	(54.82)	0.00
6530 · Conferences	0.00	600.00	0.00
6535 · Licenses, Dues, Permits & Fees	0.00	265.00	254.00
6540 · Miscellaneous Expense	1,046.45	0.00	1,990.95
6561 · Investment Expense	0.00	0.00	1,143.18
6590 · Mortgage Fees/Interest	2,815.49	2,814.38	13,440.26
Total 6000 · OTHER EXPENSE	8,415.50	9,533.21	45,026.33
6548 · Bad Debt Expense	10.00	0.00	10.00
Total Expense	36,561.57	65,346.96	246,090.85
Net Ordinary Income	3,899.76	33,181.35	(58,426.60)
Other Income/Expense			
Other Income			

	May 20	May 19	Jan - May 20
4226 · Change in Value-Dixon Trust	0.00	(6,351.37)	0.00
4300 · Unrealized Gain/Loss	9,269.41	(5,887.81)	(11,912.57)
4310 · Realized Loss/Gain LT Invstmnt	0.00	(562.62)	0.00
4400 · RESTRICTED REVENUE			
7300 · New Shelter			
4219 · New Shelter Revenue	0.00	0.00	(2,105.00)
6519 · Capital/Bldg Improvements Exp	0.00	0.00	250.00
6536 · New Shelter Expense	0.00	0.00	(1,600.00)
Total 7300 · New Shelter	0.00	0.00	(3,455.00)
7400 · SALLY'S FUND			
6518 · Sally's Fund Expense	(585.14)	0.00	(1,134.54)
Total 7400 · SALLY'S FUND	(585.14)	0.00	(1,134.54)
7800 · COMMUNITY SPAY/NEUTER			
4210 · Community Spay/Neuter Revenue	0.00	0.00	0.00
Total 7800 · COMMUNITY SPAY/NEUTER	0.00	0.00	0.00
Total 4400 · RESTRICTED REVENUE	(585.14)	0.00	(4,589.54)
8000 · Reading Program Revenue	0.00	0.00	1,941.01
Total Other Income	8,684.27	(12,801.80)	(14,561.10)
Other Expense			
8001 · Reading Program Expense	22.49	0.00	2,612.09
Total Other Expense	22.49	0.00	2,612.09
Net Other Income	8,661.78	(12,801.80)	(17,173.19)
Net Income	12,561.54	20,379.55	(75,599.79)

Upper Peninsula Animal Welfare Shelter, Inc.

A/P Aging Summary 2020

As of May 31, 2020

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Bayshore Equine Veterinary Services	0.00	(189.21)	0.00	0.00	0.00	(189.21)
Mares -Z- Doats Feed	2.11	0.00	43.45	0.00	0.00	45.56
Reva Laituri	0.00	(79.20)	0.00	0.00	0.00	(79.20)
Zoetis	266.05	0.00	0.00	0.00	0.00	266.05
TOTAL	<u>268.16</u>	<u>(268.41)</u>	<u>43.45</u>	<u>0.00</u>	<u>0.00</u>	<u>43.20</u>

Upper Peninsula Animal Welfare Shelter, Inc.

A/R Aging Summary 2020

As of May 31, 2020

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
1st of the Month Donors	0.00	0.00	0.00	0.00	(575.00)	(575.00)
Amber Talo	0.00	0.00	0.00	0.00	2,950.00	2,950.00
Bob & Crystal Swanson	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Carolyn & Bob Myers	0.00	0.00	0.00	0.00	11960.00	11960.00
Colleen C. Whitehead	0.00	0.00	0.00	0.00	3,500.00	3,500.00
Gary & Linda Dionne	0.00	0.00	0.00	0.00	0.00	0.00
Hall Construcion	0.00	0.00	0.00	0.00	20000.00	20000.00
Kathi Fosburg1	0.00	0.00	0.00	0.00	860.00	860.00
Kori & Byron Tossava	0.00	0.00	0.00	0.00	6,000.00	6,000.00
Lynn Andronis	0.00	0.00	0.00	0.00	2,150.00	2,150.00
Makela, Toutant, Hill, Nardi & Katona	0.00	0.00	0.00	0.00	(500.00)	(500.00)
Marquette City	0.00	0.00	0.00	0.00	365.50	365.50
mBank (Customer)	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Michelle Dillinger	0.00	0.00	0.00	0.00	3,500.00	3,500.00
MQT County	0.00	0.00	0.00	0.00	(502.00)	(502.00)
MTHNK, P.C.	0.00	0.00	0.00	0.00	2,000.00	2,000.00
Nancy Wiseman-Seminoff	0.00	0.00	0.00	0.00	0.00	0.00
Negaunee City Police	0.00	0.00	0.00	0.00	136.50	136.50
Paul, Kathy & Austin Nardi	0.00	0.00	0.00	0.00	1,000.00	1,000.00
Reva V Laituri	0.00	0.00	0.00	(75.00)	2,450.00	2,375.00
Richard Storti	0.00	0.00	0.00	0.00	200.00	200.00
Rita Svetly	0.00	0.00	0.00	0.00	200.00	200.00
Swick, Tom & Lynn	0.00	0.00	0.00	0.00	(5,000.00)	(5,000.00)
Theresa Sell	0.00	0.00	0.00	0.00	13000.00	13000.00
Tom & Kathy Leone	0.00	0.00	0.00	0.00	5,000.00	5,000.00
TruNorth Federal Credit Union	0.00	0.00	0.00	0.00	500.00	500.00
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(75.00)</u>	<u>75195.00</u>	<u>75120.00</u>

Volunteer & Community Outreach Coordinator Report

JUNE 2020

- NEWSLETTER: Most of my time was spent on the Pet Gazette. Normally 8 pages – this issue is 12 pages. 4000 will be mailed and by next week in homes.
- In-shelter new volunteer orientations – ON HOLD due to COVID19
- Foster volunteers – 3 new fosters applications
- GRANTS PENDING:
 - 2020 Purina Spring into Action Adoption Event Grant: Applied on 3/22/20 (\$1000 request for a fee-reduced adoption event). **No answer as of 6/19/20.**
 - Maddie's Fund Foster Care COVID-19 Emergency Grant: Applied on 4/16/20 (\$1480 for foster care supplies). **DECLINED**
- Bissell Pet Foundation COVID19 National Empty the Shelters Event (third one): Applied for UPAWS to participate in the next one coming mid-summer.
- Transfers: Coordinated the transfer of 12 fully vetted adult cats from Bay City County Animal Control. All 12 are healthy, nice, and very adoptable.
- RETAIL: Fill in orders and checked in POS (animal supplies).
- MEDIA: TV6, ABC10, TV3: Pet Photo Calendar Contest stories. TV6 – dogs in cars hot weather story
- Website: Going through all pages and links to update. Made a DIY Fundraiser page. Not quite finished yet.
- WEBINARS & WORKSHOPS - attended the following:
 - Non-Profit Marketing: ***Do This, Not That: What to Try Right Now and What to Avoid*** covid-19 webinar 3-part series.
- COVID19: Continuing to monitor COVID19 for our communication from UPAWS to public.

Thank you,

Ann Brownell - June 19, 2020

	<5 mos.		<5 mos.			
May 2020	DOGS	PUPS	CATS	KITS	OTHER	TOTAL
Beginning Count	10	2	8	1	8	29
INTAKE						YTD
Owner Surrender	9	0	8	4	4	25
Returned Adoption	0	0	0	0	0	0
Stray (from Police, Public and Shelter Pickup)	16	0	7	0	0	23
Born in Care	0	0	0	0	0	0
Transferred from Other Shelters	1	0	24	2	0	27
Special Hold	0	0	0	0	0	0
Seized/Custody (Cruelty & Neglect)	1	0	0	0	0	1
Total Intakes	27	0	39	6	4	76

OUTCOMES

Adoptions (shelter, foster home or special event)	10	1	33	2	4	50	294
Total Adoptions YTD	63	10	133	21	48	275	
Returned to Owner	14	0	2	0	0	16	77
Transferred to Rescue Groups/Shelters	0	0	0	0	0	0	21
Total Live Outcomes	24	1	35	2	4	66	392

EUTHANIZED/DEATHS/MISSING/STOLEN

Dangerous	1	0	0	0	0	1	4
Dying	0	0	1	1	0	2	3
Animal's Name and Reason	HANK-Dangerous;		SWIFFER-Cancer	RYAN-dying;urinary blockage			
TOTAL ANIMALS EUTHANIZED	1	0	1	1	0	3	7
Died at shelter/foster home - Unknown	1	0	0	0	0	1	3
Missing/Stolen/Escaped	0	0	0	0	0	0	0
Animal's Name and Reason	HEMLOCK-Tumor						
Total Euth/Died/Other Outcomes	2	0	1	1	0	4	10
Ending Count	11	1	11	4	8	35	

SAVE RATE (Intake- Euthanasia Outcome)/Intake	96.1%	97.9%
ASPCA Live Release Rate (Live Outcomes/ Intake)	86.8%	120.2%

OTHER INFO

	Dogs	Cats
Avg. Length of Stay	21.9	13.2
Monthly Return Rate (returns/adoptions)	0%	0%

APRIL 2020 - CLINIC SERVICES	DOGS	CATS	OTHER	TOTAL	YTD
Owner Requested Euthanasia	1	0	0	1	4
Bite Hold (for Owner)	0	0	0	0	0
Spay/Day	0	0	0	0	62
Community Spay/Neuter (Spay It Forward)	1	1	0	2	4
Microchipping	2	0	0	2	20
Domestic Violence	0	0	0	0	0
Pending Investigation	0	0	0	0	0
Boarding	0	0	0	0	0
Dog Park Permits	0	0	0	0	19
Service - Home 2 Home	0	0	0	0	2
Service - Nailtrims	0	0	0	0	10
Service - Dog Licenses	2	0	0	2	9
Service - Cremation Services				2	5
Total	6	1	0	9	135

UPAWS Board Development Committee Meeting Minutes

June 16, 2020

6:00 PM, ZOOM Meeting

Present: Scott Jandron (Chair), Kathi Fosburg, Lynn Andronis, Linda Roncaglione, Reva Laituri, Crystal Swanson.

1) Call to Order: Meeting called to order at 6:04 PM.

2) Agenda:

- a. Expired Terms.
- b. Interview process for members interested in remaining on the board.
- c. Potential new applicants to consider.
- d. Goals for ideal background of new members.

3) Discussion:

- a. Four members will have terms that will be expiring in 2020.
 - i. Jim Kinnunen – No longer a board member. Resigned.
 - ii. Austin Loehr – Interested in continuing as a board member.
 - iii. Leslie Hurst – Interested in continuing as a board member.
 - iv. Scott Jandron – Unable to continue as a board member.
- b. Interview process for Austin and Leslie.
 - i. The committee agreed that it would be sufficient to ask Austin and Leslie to write a paragraph or two explaining what they have accomplished with our board so far, and why they wish to continue as board members.
 - ii. Both Austin and Leslie submitted letters in that regard.
- c. Possible new applicants to consider.
 - i. Karen O'Meara.
 - ii. Robert (Bart) Bartkowiak.
 - iii. Scott said he will contact Karen and Bart to find out if they have an interest in becoming board members. He will schedule interviews if possible.
- d. Discussed the importance of looking for individuals with financial backgrounds in order to fill that need.
- e. **Next Meeting:**
 - i. Tentative date – Tuesday, July 14. 6:00 PM. ZOOM Meeting style.
- f. **Meeting adjourned at 6:50 PM.**
- g. Minutes submitted by Scott Jandron.

Paws Park Committee Minutes

June 17, 2020

Zoom Meeting 5:30-6:30 PM

Present: Amber Talo, Lynn Andronis, Rick Custard, Kim Custard, Shane Place

1. Lynn updated the membership spreadsheet. We have approximately 200 members/dogs in under 1 year of being open. Amber is working on sending vaccination renewal notices to all members with expired or soon to be expired vaccinations. All memberships were extended 2 months due to COVID-19 temporary closure. Membership renewal notices will be sent out as well.
2. The Committee did an Annual review of the use of the park. Chris (IT Committee) helped put together a key fob **data usage chart**. This chart is helpful in determining key peak hours of use. We would like to see if he can split this chart into data from the Small Dog Park and Large Dog Park. The Committee had always stated that special use of the park would be evaluated after one year of being open and being used for its primary purpose of a community dog park and to help generate revenue needed for the new shelter through memberships. Since we are inching on one year of being open, we are now evaluating the possibility of having designated park hours for STAFF ONLY use for shelter dogs. By reviewing the peak usage key fob data, we have decided we would like to poll members by suggesting low usage times from the data as STAFF ONLY hours of use. Since we have involved Community input from the start, we think it is important to continue to include our members/community in this decision. Amber will reach out to Chris for the separate graphs and put together a community poll to assist the community in making this decision. Staff has approached the committee about this possibility as it can benefit high energy dogs, especially during times the park is not in use. Of course, we want to ensure the safety of all member dogs and therefor will not co-mingle UPAWS pets and members at the same time. If approved, suggested staff only hours will have a "Dog in Training" sign on the door to notify members not to enter during that designated time. During Community Forums/Surveys in the planning stages of the park there were concerns of UPAWS animals using the park due to possible behavioral issues that can arise. We believe this can be eliminated by having separate designated hours for UPAWS dogs to thrive from additional exercise of the park.

Respectfully submitted,

Amber Talo

Chair

FINANCE COMMITTEE MINUTES

June 19, 2020

Zoom Meeting 4:00-5:00

Present: Amber Talo, Reva Laituri

Absent: Kristine McDonnell, Brett Specker

1. Agenda:
 - a. May Financials
 - b. PPP Loan Documents
 - c. Rebalancing of Wells Fargo investments
2. Reviewed May Financial statements. Made a few adjustments for incorrect journal entries to correct to actual.
3. The finance committee recommended pursuing a PPP Loan at the May Board Meeting which was approved. The PPP Loan was approved for \$54,300.00. A copy of the signed loaned documents are attached. For ease of loan forgiveness tracking, a separate PPP Checking Account was opened for the funds to be deposited to. The funds can be used for Payroll Expenses, Mortgage Interest, and Utilities and will be tracked accordingly in Quickbooks and transfers of funds as designated from the PPP Checking Account to UPAWS General Checking for those purposes. A file has been created to track required paperwork for loan forgiveness.
4. Jeff Blewett with Wells Fargo met with Amber and Brett telephonically regarding a small rebalancing adjustment of our Wells Fargo account to better align the portfolio with current risk/reward preferences. Brett reviewed the recommendations Jeff gave and made the recommendation to rebalance the account. Amber also agreed with the recommendation. The recommendation was as follows:
 - a. Remove ANAYX-Global Bond Fund \$5886
 - b. Trim EFA-International Developed Equities \$2500
 - c. Trim ODVYX-International Emerging Equities \$2500
 - d. Add BHYIX-High Yield Fixed Income \$5886
 - e. Add DODIX-Core Fixed Income \$2500
 - f. Add AVUAX-Mid Cap Equities \$2500

Respectfully submitted,

Amber Talo

Chair

FUNDRAISING COMMITTEE AGENDA
June 16, 2020, 5:30 p.m.
Minutes

Upcoming/Ongoing Fundraisers:

1. Tee Up For Tails (July 2020) (Karen)
 - a. Going very well, tent has been put up outside of the pro shop, lunch will be boxed up and ready to go. Volunteer spots are filling up fast. Lynn will do a proxy hole sponsor spot as a volunteer (if no one else can show up), We are getting great feedback for this. We will set up our own tent for silent auction and raffle tickets. 17 teams so far have signed up with great prizes. TruNorth Federal credit union is going to be a tournament sponsor this year which is new for this event! Classic auto donated a \$250 certificate for a car detailing.
 - b. Lynn talked about getting more people to fill out their names for fundraising so we can reach out better to them in upcoming years.
2. Pet Tags (August 2020)(Karen)
 - a. Still going strong for August.
3. Pet Calendar (May 2020) (Reva)
 - a. Reva emailed me updates.
 - b. We had a record breaking year of submissions this year which was amazing thanks to a great marketing campaign done by Ann.
4. Strut Your Mutt (September 2020) (Chris and Austin)
 - a. Chris and Austin talked ideas for the possibility of a canceled event. They also chose the color of this years shirts (blue with orange lettering)

Other Business:

1. Rescue Raffle (Chris)
 - a. Chris has had the tickets for a while now. He needs help with events in person that we can go set up table to go sell rescue raffle ticket. Any help getting to events would be appreciated.

- b. Amber suggested checking with Gwinn for the 4th of July events, as well as their softball leagues. Karen mentioned a craft event going on at MBank that we could look into setting up a table for to sell tickets.
 - c. Amber mentioned buying advertising for Facebook to help push our events that we will be at.
 - d. Amber mentioned that we need to make sure that money isn't just dumped into the till. Recommended that things are turned directly into Chris or filling out a sheet so we can track exact amounts.
 - e. Christ brought up the Super one cookout to sell raffle tickets and sell merchandise. Normally has a great turnout and is well worth it. Karen mentioned how great of an idea it is to pursue this.
- 2. Canister Report Update (Reva)
 - a. Written report given

Canisters 2020

	Collector	Start/End	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	YTD
Ace Hardware	D. Laituri	Sept. '18	\$ 37.50	\$ 60.50	\$ 49.25	\$ 48.50	\$ 28.50								\$ 224.25
Animal Medical Center	K. Rhodes		\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Aurora Piercing Boutique	C. Swanson	Aug '18	\$ -	\$ 5.35	\$ -	\$ -	\$ -								\$ 5.35
Bayshore	K. Rhodes		\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Ben Franklin	K. Rhodes	Mar '17 -	\$ -	\$ -	\$ -	\$ -	\$ 15.73								\$ 15.73
Big Boy	K. Rhodes		\$ -	\$ -	\$ -	\$ -	\$ 36.77								\$ 36.77
Bodega	C. Swanson	May-17	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Border Grill Main	C. Swanson		\$ 36.11	\$ 12.24	\$ -	\$ -	\$ -								\$ 48.35
Border Grill Negaunee	R. Laituri		\$ -	\$ 10.25	\$ -	\$ -	\$ -								\$ 10.25
Buck's Restaurant	D. Laituri	Jan '15 -	\$ 17.50	\$ -	\$ 19.75	\$ -	\$ 20.25								\$ 57.50
Cedar Motor Inn	C. Swanson			\$ 5.63	\$ -	\$ -	\$ -								\$ 5.63
Check 'N Cash - Ish.	D. Laituri	Jan '17	\$ -	\$ 11.25	\$ -	\$ -	\$ -								\$ 11.25
Crossroads Convenience Store	D. Laituri	May-17	\$ 26.00	\$ 18.25	\$ 23.50	\$ 11.25	\$ 16.50								\$ 95.50
Culvers	C. Swanson	May '18 - May '20	\$ 65.87	\$ 108.61	\$ 36.48	\$ -									\$ 210.96
Elaines	D. Laituri	May '18 -	\$ 10.75	\$ -	\$ 6.00	\$ -	\$ 12.75								\$ 29.50
Freedom Gas	C. Swanson		\$ 11.24	\$ 10.79	\$ 47.73	\$ -	\$ 34.65								\$ 104.41
Great Lakes Fresh Market	D. Laituri	Jul '16 -	\$ -	\$ 40.25	\$ 32.00	\$ 20.25	\$ 45.75								\$ 138.25
Gwinn/Sawyer Vet Clinic	R. Laituri		\$ -	\$ -	\$ 36.75	\$ -	\$ -								\$ 36.75
Honor Credit Union - Gwinn	R. Gustafson	Jun-17	\$ 19.56	\$ -	\$ -	\$ -	\$ -								\$ 19.56
Honor Credit Union - Marquette	C. Swanson	May-17	\$ 3.25	\$ -	\$ -	\$ -	\$ -								\$ 3.25
Honor Credit Union - Negaunee	D. Laituri		\$ 6.25	\$ -	\$ -	\$ -	\$ -								\$ 6.25
Iron Range Agency	R. Laituri	Jan. '17 -		\$ -	\$ 2.75	\$ -	\$ -								\$ 2.75
Jean Kays	C. Swanson		\$ 7.17	\$ 4.37	\$ 27.42	\$ -	\$ 20.21								\$ 59.17
Jeffrey's	C. Swanson		\$ 15.16	\$ 6.81	\$ -	\$ -	\$ -								\$ 21.97
Jubilee Ishpeming	D. Laituri		\$ 21.75	\$ 12.25	\$ 27.50	\$ -	\$ 23.25								\$ 84.75
Kassel's Korner	R. Laituri	Jun '18	\$ -	\$ -	\$ 104.25	\$ 22.75	\$ 35.00								\$ 162.00
Kountry Korner	R. Gustafson		\$ 47.10	\$ -	\$ 40.00	\$ 58.25	\$ -								\$ 145.35
Main Street Pizza - Harvey	D. Laituri	Oct '16 -	\$ -	\$ 15.75	\$ 5.00	\$ -	\$ -								\$ 20.75
Mares-z-Doats	K. Rhodes		\$ -	\$ -	\$ -	\$ -	\$ 47.25								\$ 47.25
My Place	C. Swanson	Jun '17	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Negaunee Vet Clinic	C. Swanson	Dec '14 -	\$ 16.15	\$ -	\$ -	\$ -	\$ -								\$ 16.15
New Age Tattoo	C. Swanson		\$ 0.56	\$ -	\$ -	\$ -	\$ -								\$ 0.56
Northern Lights	K. Rhodes	Apr '15 -	\$ -	\$ -	\$ -	\$ -	\$ 38.65								\$ 38.65
Northern Vet Associates	R. Laituri	Apr '16 -	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Poet's Pet Parlor	K. Rhodes	Feb '15-	\$ -	\$ -	\$ -	\$ -	\$ -								\$ -
Ralph's Deli	R. Laituri	Jan '15 -	\$ 11.75	\$ 15.75	\$ -	\$ 21.00	\$ -								\$ 48.50
Range Bank – Negaunee	D. Laituri	Oct '14 -	\$ 10.50	\$ 10.75	\$ -	\$ -	\$ -								\$ 21.25
Serendipity Salon	C. Swanson	Feb '15-	\$ -	\$ -	\$ -	\$ -	\$ -								\$

