

UPPER PENINSULA ANIMAL WELFARE SHELTER

BOARD OF DIRECTORS MEETING

Monday, April 24, 2023 / 6pm / Cliffs-Eagle Mine Community Room

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. Public Comment
5. Approval of Minutes
 - a. March 27, 2023 Regular Meeting
 - b. March 27, 2023 Closed Meeting
6. Unfinished Business
 - a. Report & Recommendation from Municipal Contract Ad-Hoc Committee RE: Municipal Contract Template
7. New Business
 - a. Report & Recommendation from Vet Center Committee RE: Surgical Table
 - b. Report & Recommendation from Vet Center Committee RE: Snap Testing Service
 - c. Annual Meeting - Per Bylaws, 2nd Tuesday of June (13th), need to set time and place. Suggest 6pm in the Community Room.
8. Communications
9. President's Report
10. Treasurer's Report
 - a. March 2023 Financials
11. Shelter Operations Report(s)
 - a. Shelter Operation Report
 - b. Stats

12. Committee Reports

- a. Board Development Committee Report (Lynn)
- b. Finance Committee Report (Chris)
- c. Fundraising Committee Report (Lynn)
- d. Strategic Planning Committee Report (Brian)
- e. Personnel Committee Report (Leslie)
- f. Policy / Bylaw Committee Report (Brian)
- g. Donor Development (Ad Hoc) (Leslie) - Did not meet

13. Public Comment

14. Board Comment

15. Closed Session

16. Adjournment

Next Board Meeting Date: May 22, 2023, 6pm at the Shelter

**UPPER PENINSULA ANIMAL WELFARE SHELTER
BOARD OF DIRECTORS MEETING
Monday, March 27, 2023
Cliffs-Eagle Mine Community Room**

PRESENT: Lynn Andronis, Chris Danik, Brian Hummel, Leslie Hurst, Hailey Kimball-Dexter

ABSENT:

STAFF: Ann Brownell, Julie Mahan, Adda Lamon, Laura Rochefort, Ryan McLaren

GUESTS: Reva Laituri

1. Call to Order/Attendance: Meeting called to order at 6:00 p.m.
2. Approval of Agenda: Chris motioned to approve agenda, the motion was seconded by Lynn. The motion passed unanimously.
3. Mission Moment: Leslie thanked the staff for doing a wonderful job and flowing/pivoting with the changes we have had lately.
4. Public Comment: Adda spoke about staffing issues. She feels that UPAWS is understaffed and believes we need 4 caregivers staffed every day. Leslie said that the Personnel Committee will look into the staffing issues. Julie added that it would be better to be more proactive with staffing needs, for example, if someone is leaving for the summer, we should get the job opening posted earlier so a replacement can be hired before the person leaves. Laura said that the job posting is often going up weeks after a position has opened. Leslie said the Board can work on the process so that hiring can happen more smoothly. Lynn asked if the dogs are being walked daily with having fewer than 4 caregivers on, Julie said that they are currently getting one lap around the building in the morning and one in the evening. Laura noted that our standard walks are about 10 minutes each. Ann said that the cats are being attended to by the volunteers. Ryan said he doesn't think we have ever had a full staff for more than 2 weeks. Julie asked about having an on-call caregiver. Leslie said that the Personnel Committee will look at the issue.
5. Approval of Minutes:
 - a. February 27, 2023 Regular Meeting
 - Lynn moved to accept minutes as presented, Brian seconded, motion passed unanimously.
 - b. February 27, 2023 Closed Session
 - Lynn moved to accept minutes as presented, Brian seconded, motion passed unanimously.
6. Unfinished Business:
 - a. Municipal Contract template

- There was discussion amongst the Board and staff regarding the service call out fee. Hailey suggested adding another row to the Service Call Out to have it separated to business hours vs after hours call out. It was decided to add the extra row with \$0 call outs during business hours, \$25 call outs after hours. It was also discussed and decided to change the title of the contract to "Impound Agreement" and to remove the last two sentences from paragraph I. D. It was further discussed and decided to re-insert the fee for head examinations in the fee schedule. Lynn said she would make the final changes and circulate to the Board for an electronic vote to approve use of this contract with the final changes.

7. New Business:

a. Report & Recommendation from Policy & Bylaw Committee RE: UPAWS Board of Directors Policy: 10.0 Board Appointed Committees

- There was discussion amongst the board regarding the proposed changes. Regarding the proposed insertion of Paragraphs a. and b. under Board Development Committee, Hailey said that the language should say "the Board Vice President" (not the Committee Chair) "shall have the ability. . .," so that only the Board Vice President has the ability to delegate responsibilities, not whomever is the current designee. Hailey said that that change should be made throughout, as the proposed language is also proposed to be inserted under the Finance Committee and Personnel Committee. Lynn made a motion to send it back to the committee to make the changes we have discussed and bring it back for a vote. Hailey seconded. Motion unanimously approved.

b. Report & Recommendation from Policy & Bylaw Committee RE: UPAWS Board of Directors Policy: 16.0 Board of Directors: Officer Description of Duties

- There was discussion amongst the board about the proposed changes. Hailey suggested deleting proposed paragraph C. Chris suggested changing proposed paragraph B to "annual audit, annual audited financial statements, and 990 preparation" instead of "annual financial statement audit" and "serves" to "serve." Lynn made a motion to accept the proposal with the suggested changes, Brian seconded, motion passed unanimously.

c. Board Resignation Letter from Karen O'Meara

- Lynn made a motion to accept the resignation, Hailey seconded, motion passed unanimously.

d. Board Resignation Letter from Colleen Whitehead

- Chris made a motion to accept the resignation, Hailey seconded, motion passed unanimously.

e. 2023 Annual Report

- Leslie asked who would be interested in preparing the Annual Report. There was discussion amongst the Board, and the task was assigned to Ann with assistance from Chris and Lynn.

8. Communications: Chris passed around a letter from First Bank, ensuring us that our CDs

are covered under FDIC protection, and the 2021 report from the Community Foundation.

9. President's Report: Written

10. Treasurer's Report:

a. Treasurer's Report

- Hailey asked about adoptions being down 50%, it is due to our capacity being taken up by dogs that are being held for cases.

b. February 2023 Financials

- Lynn made a motion to accept the February financials as presented, seconded by Hailey, motion passed unanimously.

11. Shelter Operations Report(s):

a. Shelter Operations Report

- Ann explained Pet Portal, which is a site that gets our animals posted to different sites for adoption. Reva is our new Pet Portal volunteer. When Pet Portal is kept up, we are better positioned for Pet Finder grants.

b. Stats

12. Committee Reports:

- a. Board Development Committee Report (Colleen) - written
- b. Finance Committee Report (Chris) - Written (revised Feb included)
- c. Fundraising Committee Report (Lynn) - written
- d. Strategic Planning Committee Report (Brian)- did not meet
- e. Personnel Committee Report (Leslie) - written
- f. Policy / Bylaw Committee Report (Colleen) - written
- g. Donor Development (Ad Hoc) (Leslie) - did not meet

13. Public Comment:

- Comment from Adda thanking the Board for serving.
- There was discussion amongst the Board and staff about a liability waiver and/or release for volunteers and potential adopters.
- There was discussion about space concerns, particularly with the number of dogs currently being held due to litigation holds.

14. Board Comment: None.

15. Closed Session - Personnel Discussion: Lynn moved to go into closed session, seconded by Chris, the Board went into closed session at 8:34 p.m.

16. Adjournment: Lynn moved to adjourn, Chris seconded, motion approved unanimously. Meeting adjourned at 9:22 p.m.

Respectfully submitted,

Hailey Kimball-Dexter, Secretary

Leslie Hurst, President

Next Board Meeting Date: April 24, 2023, 6 p.m. at the Shelter

DRAFT

Report and Recommendation
Regarding Updated Municipal Contract

BACKGROUND AND RATIONALE: For many years, UPAWS has attempted to review each of our impound contracts with the various municipalities in our area. An ad hoc group was formed at our February Board Meeting, consisting of 2 board members and 2 employees. At the March 27, 2023 Board Meeting a draft of a revised municipal contract was reviewed. Several suggestions were made and incorporated into the draft. Afterwards, it was sent to Wim McDonald, our lawyer, for his review. On April 5, he emailed his approval of the draft. Now it is ready to be formally approved in its final format by the board.

RECOMMENDATION: The ad hoc group formed to revise the municipal contract recommends that the board approve the attached draft. Additionally, we recommend moving forward with the approved contract and present it to the various municipalities in Marquette County.

Lynn Andronis
Ad Hoc Group

Impound Agreement

The Upper Peninsula Animal Welfare Shelter, Inc., whose address is 815 S. M-553, Gwinn, Michigan, 49841, (hereinafter referred to as "UPAWS") and _____, whose address is _____ (hereinafter referred to as the "Municipality"), (UPAWS and the Municipality are collectively referred to herein as the "Parties"), do hereby agree and contract as follows:

I. SERVICES

In consideration of the mutual promises contained herein and for other good and valuable consideration, the sufficiency of which is acknowledged by the Parties, UPAWS agrees to provide the following services to the Municipality in accordance with the Fee Schedule contained in Section II.

A. CARE OF STRAY ANIMALS - UPAWS shall accept all stray domestic animals (hereinafter, "Strays") found within the Municipality and brought to its shelter at 815 S. M-553, Gwinn, Michigan, 49841, (hereinafter, the "Shelter") by law enforcement officers of the municipality or private persons, up to its capacity of Stray impoundment, with such capacity being determined solely by UPAWS. UPAWS shall provide care for Strays for the period required pursuant to Michigan law after which the Stray shall become exclusive property of UPAWS.

B. EMERGENCY CARE FOR INJURED ANIMALS - UPAWS shall arrange emergency care for all injured Strays brought into the shelter. The municipality shall pay/reimburse UPAWS in accordance with the fee schedule in Section II for all emergency medical treatment provided to injured Strays brought to UPAWS by the Municipality for the 24 hour period immediately following the Stray's admission to UPAWS. UPAWS will assume 100% of the cost of medical care provided to Strays beyond the first 24 hours.

C. SERVICE CALL OUT – UPAWS will assist law enforcement agencies of the Municipality as necessary in the extraction of animals from properties within the Municipality. UPAWS staff will only extract an animal from a property with the authority of

Ad Hoc Committee Draft 3/28/23

a law enforcement agency and with the agency being present.

D. ANIMAL QUARANTINE/EUTHANASIA - Strays brought to the shelter that are suspected of having rabies or having bitten a human shall be either confined by UPAWS or euthanized pursuant to the guidelines that shall be established jointly by UPAWS and the Marquette County Health Department. At the end of the confinement period, animals will be disposed of or re-homed at the discretion of UPAWS.

E. ANIMALS HELD FOR INVESTIGATIVE PURPOSES - UPAWS shall accept all domestic animals brought to its shelter by law enforcement officers of the municipality which are placed on hold for purposes of investigation and/or prosecution. Said animals will be held until released by the impounding agency. The Municipality shall be required to reimburse UPAWS for the actual cost of any veterinary exams in addition to the costs contained in the Fee Schedule in Section II.

II. FEES

The Municipality agrees to pay UPAWS for services provided under Article I of this contract pursuant to the following Fee Schedule.

Boarding	\$25.00 per animal per day
Euthanasia	\$100.00 per animal
Head Examinations	Actual cost incurred to UPAWS as charged by Veterinarian and/or other participating agencies.
Cremation	\$50 per animal
24 Hours Emergency Veterinary Care	Actual Cost of all emergency medical treatment during the 24-hour period immediately following Stray admission
Service Call Out During Business Hours (8 am to 6 pm)	\$0.00
Service Call Out After Hours	\$25.00 per hour per employee

Animal Medical Care	Based on need and actual cost (ex: vaccines, dewormer, local veterinary exam)
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A. CALCULATION OF DAYS

Fees as set forth in Section II above, shall begin on the day the animal is admitted to the Shelter. If an animal has evidence of ownership (e.g., collar with tags or microchip), the stray hold will be seven (7) calendar days. If an animal has no evidence of ownership, the stray hold will be four (4) calendar days.

B. CREDIT FOR PAYMENTS BY OWNER

The Municipality shall receive as a credit against any invoice from UPAWS any amounts paid by owners who have redeemed a Stray.

C. INVOICING AND PAYMENTS

UPAWS shall invoice the Municipality on a monthly basis and shall include the following information on the invoice:

1. Case Number
2. Description of Animal(s)
3. Date Received
4. Date Released
5. Boarding Days
6. Law Enforcement/Agency Issuing Report Number
7. Individual Admitting the Animal(s)
8. Location where the Animal(s) was/were Found
9. Disposition of the Animal(s)
10. Credit for Animals(s) Redeemed (if applicable)
11. Name of Person(s) Redeeming Animals(s) (if applicable)
12. Billing Date

The Municipality shall remit payment for all invoices sent by UPAWS within forty-five days of billing date.

III. EFFECTIVE DATE AND TERMINATION OF AGREEMENT

This Agreement shall become effective upon signing and continue unless terminated by either party. Either party may terminate this Agreement by providing ten days prior written notice.

IV. HOLD HARMLESS

The Municipality agrees to indemnify and hold UPAWS harmless against any and all claims, suits, orders, or judgments brought or issued against UPAWS as the result of any action taken or not taken by UPAWS pursuant to this Agreement.

V. AGREEMENT MAY BE SIGNED IN COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of which together shall constitute one and the same document. This Agreement may be executed by signatures exchanged via facsimile or other electronic means.

VI. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all other prior agreements, understandings, and negotiations, both written and oral, between the Parties with respect to the subject matter hereof.

Dated:

FOR UPAWS

FOR MUNICIPALITY AUTHORITY

President of the Board

Upper Peninsula Animal Welfare Shelter

Name, Title

Report & Recommendation
April 24, 2023

Recommendation to the UPAWS Board of Directors

The UPAWS Vet Center Committee is recommending the purchase of a Midmark Corp Flat-top surgery table for the UPAWS Veterinary Center surgery suite.

- The Report & Recommendation is to purchase the Midmark Corp Flat-top surgery table with adjustable tilt, adjustable hydraulic pedestal, and measurements of 60” by 22” by 1/8” (SKU:033482)
- The purchase would be made through Covetrus, Inc.
- Total Price - \$3,725.97
 - \$2,942.47 for surgery table
 - \$783.50 for freight, including liftgate and customer assisted inside delivery
- This is an essential piece of equipment for completing surgeries in the UPAWS Vet Center
- The first “surgery” table that UPAWS purchased was not actually a surgery table and was actually a small lift table. We will repurpose the small table as a gurney, but it is not usable for the planned type of surgeries due to it being too small and too short.
- The 2 bids received are attached to this R&R
 - Covetrus - we have purchased most medical equipment items from Covetrus and they have provided a nice shelter discount
 - Apexx - we ordered the gurney from Apexx and have ordered other equipment, such as the platform scale, in the past. All information from Apexx was sent via email and not as a formal quote.

Submitted by:

Laura Rochefort
Veterinary Assistant | UPAWS



Covetrus Quote/Proposal

Thank you for the opportunity to provide you this quote. Let me know what else I can do to assist you.
This bid is valid for 30 days and subject to manufacturer's price increases.

Account# 864710 - 001
Account Name JANDRON SCOTT R DVM
Address1 UPPER PENINSULA AN WELFARE SHELTER
Address2 815 S STATE HWY M553
City, St, Zip GWINN MI 49841
Account Phone (906) 475-6665
Account Fax (906) 475-6669

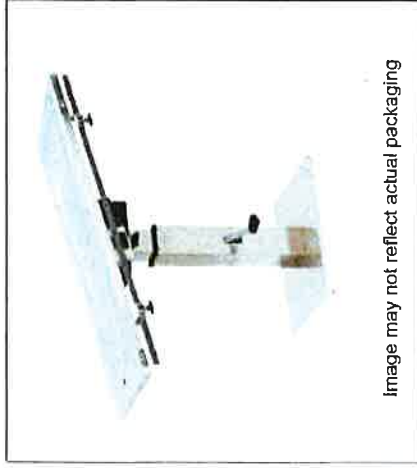
Territory Manager Bryan Johnson
Territory Manager Phone (920) 572-6218 ext
Territory Manager Email Bryan.Johnson@covetrus.com
Quote Id 107899

Item Description	Item #	Manufacturer	List Price	Quote Price	Qty	Extended Price
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SURG TBL FLAT 60" HYDR NOHEAT VSSI

033482	MIDMARK CORP	\$3,573.00	\$2,942.47	1	\$2,942.47
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033482 - SURG TBL FLAT 60" HYDR NOHEAT VSSI



SKU:	033482	Terr. Mgr	Bryan Johnson	List Price	\$3,573.00
Mfg Item #	100-4261-01	Terr. Mgr Ph	(920) 572-6218 ext	Quote	\$2,942.47
Manufacturer	MIDMARK CORP	Terr. Mgr Email	Bryan.Johnson@covetrus.com	Qty	1
				Extended Price	\$2,942.47

SKU: 033482
Flat-Top Surgery Table, Adjustable Tilt, Adjustable Hydraulic Pedestal, 60 in Length



FLAT-TOP SURGERY TABLE, ADJUSTABLE TILT, ADJUSTABLE HYDRAULIC PEDESTAL, 60 IN LENGTH

Supplied By: VSSI (100-4261-01)

Availability

This item cannot be ordered online. Call 855-724-3461 for availability.

✓ Practice Preferred

\$3,573.00

Each

This item cannot be ordered online. Call 855-724-3461 for availability.



SKU	Unit of Measure	Pack Type	Case Qty	Purchase History
033482		Each	1	

PRODUCT DESCRIPTION

The hydraulic flat-top surgery table offers hands-free height adjustment. The table top tilts from level to 37° via single finger-tip control. The top is counter balanced by pneumatic cylinders for easier positioning of the patient. For hands-free height adjustment, pump the foot pedal to raise and depress pedal to lower the table. Pump foot pedal to raise and a depress pedal to lower, with a range of 6".



Laura Rochefort <lrochefort@upaws.org>

UPAWS Quotes

Bryan Johnson <Bryan.Johnson@covetrus.com>
To: Laura Rochefort <lrochefort@upaws.org>
Cc: "Guiliano, Rose" <rose.guiliano@covetrus.com>

Wed, Apr 19, 2023 at 2:06 PM

Hi Laura. This was an eye opener for me how expensive trucking companies are these days. I guess I understand, but wow. It's the best deal we can get from them.

Midmark items (per each)

Liftgate Delivery: \$1,512.00

Liftgate & Customer Assisted Inside Delivery: \$1,567.00

Suburban item

Freight \$505.00 Lift gate \$125.00/Inside delivery \$125.00

[Quoted text hidden]



Laura Rochefort <lrochefort@upaws.org>

UPAWS Quotes

Bryan Johnson <Bryan.Johnson@covetrus.com>

Thu, Apr 20, 2023 at 9:12 AM

To: Laura Rochefort <lrochefort@upaws.org>

Good morning Laura I have some good news. I'm driving down the highway thinking why in the world would Midmark have such a high rate cost compared to the other company so I called back and it turns out they combined the two Midmark tables for that shipping quote. So if you're only going to buy one of them basically divide that number by two. Sorry I didn't catch that right away. The way freight has been. I wasn't really surprised it went way up but now we know it is a way better price than what I told you yesterday. Please let me know you receive this and have a great day.

Sent from my iPhone

Bryan Johnson**Covetrus Account Manager II – WI/MI****Cell: 920-572-6218**Bryan.Johnson@Covetrus.com

On Apr 19, 2023, at 1:27 PM, Laura Rochefort <lrochefort@upaws.org> wrote:

EXTERNAL EMAIL

[Quoted text hidden]



Laura Rochefort <lrochefort@upaws.org>

UPAWS Quotes

kat@apexx360.com <kat@apexx360.com>
To: Laura Rochefort <lrochefort@upaws.org>

Mon, Apr 10, 2023 at 3:53 PM

Hi Laura!

Elite V Top with No Heat: \$3995

Elite V Top with Heat: \$5295

Elite Flat Top No Heat: \$3795

Elite Flat with Heat: \$4795

[Quoted text hidden]



Laura Rochefort <lrochefort@upaws.org>

: Table ready to ship today- Demo Unit

kat@apexx360.com <kat@apexx360.com>
To: Laura Rochefort <lrochefort@upaws.org>

Tue, Apr 11, 2023 at 10:13 AM

Hi Laura!

I know your looking into options for hydraulic flat top tables, I wanted to give you one more option

I have one ready to ship today if your interested, please see pictures attached

Equipment: Suburban Surgery Table-D

RDRP: \$3995

Blem Price: \$3495

Warranty: Same as NEW

Special notes:

- NEW
- NEW warranty
- Flat top, Hydraulic, Dual tilt (ID#: 13161-02-IZAADL)
- 33" – 45" lift range
- Blem discount (2" blemish on the base caused by inbound shipping)
- No risk

Available to ship: 3/28/23

Kat Farquhar

Inside Sales Rep

apexx Veterinary Equipment, Inc.

Ph: 800-211-0036 ext: 122

Fx: 720-294-1479

www.apexx360.com



Laura Rochefort <lrochefort@upaws.org>

: Table ready to ship today- Demo Unit

kat@apexx360.com <kat@apexx360.com>
To: Laura Rochefort <lrochefort@upaws.org>

Mon, Apr 17, 2023 at 4:54 PM

Hi Laura!

Shipping quote is \$974

My distribution center said this is about normal for surgery tables

Kat Farquhar

Inside Sales Rep

apexx Veterinary Equipment, Inc.

Ph: 800-211-0036 ext: 122

Fx: 720-294-1479

www.apexx360.com

From: kat@apexx360.com <kat@apexx360.com>
Sent: Monday, April 17, 2023 10:00 AM
To: 'Laura Rochefort' <lrochefort@upaws.org>
Subject: RE: : Table ready to ship today- Demo Unit

Okay perfect, it will be cheaper that way too

I will reach out with a shipping quote!

Thank you for all the info 😊

Kat Farquhar

[Quoted text hidden]

Report & Recommendation
April 24, 2023

Recommendation to the UPAWS Board of Directors

The Vet Center Committee is recommending adding a UPAWS community service by providing snap testing for animals belonging to members of the general public.

- The Report & Recommendation is for UPAWS to offer 4Dx snap tests and FIV/FelV snap tests to members of the public who are able to provide documentation / proof of financial need / hardship. Pet owners would be required to show the same proof that UPAWS requires to be eligible for Spay Day.
- Upon request of the pet owner, UPAWS staff will send test results directly to their respective veterinary clinic or provider via email.
- Pet owners will be required to sign up at least one day in advance, fill out the current UPAWS “Clinic Form”, and complete payment for services prior to the blood draw and testing.
- The cost of the snap tests provided to eligible individual pet owners will be \$25.00 per test.
- Testing for the public will be offered on Sundays and Wednesdays from 10:00 am – 12:00 noon and on Wednesdays from 3:30 pm – 4:30 pm. Hours will be subject to change based upon staff availability and scheduling.
- UPAWS Staff may refuse services for any animal that displays behavior deemed dangerous to people or other animals and results in the inability to test or approach the animal.

[Note: A 4Dx snap test is a blood test that screens for six vector-borne diseases - Heartworm, Lyme, Ehrlichia canis, Ehrlichia ewingi, Anaplasma phagocytophilum and Anaplasma platys. The FeLV/FIV snap test screens for feline leukemia virus (FeLV) and feline immunodeficiency virus (FIV)]

Submitted by:

Laura Rochefort
Veterinary Assistant | UPAWS

UPAWS Treasurer's Report April 2023

Activities Since Last Report:

- Nothing significant to report.

March 2023 Financial Reports:

The March 2023 financial reports are presented to the Board of Directors for approval after being reviewed and approved by the Finance Committee.

Treasurer's Notes:

Statement of Financial Position:

- Overall assets down by about \$392,000 from the prior year. This includes about \$175,000 in depreciation, \$93,000 in reduction of investment assets values, and \$8300 in capital campaign receivables. The other roughly \$100,000 is a reduction in cash assets.
 - Some cash converted to fixed assets - UPAWS sign, Sally's Fund Trailer, Server
 - \$35,000 shortfall in budgeted revenue, \$80,000 overall operating loss (not including depreciation). Keep in mind that our overall annual budget shows an operating loss through Q1 due to the ebbs and flows of each year.

Revenue:

- Adoption revenue is still falling about 50% under budget. Other areas of shelter revenue are about budgeted amounts.
- Donations are about at budget but other areas of Direct Public Support are falling short.
- No grants recorded year-to-date.
- Fundraising under budget at this point since Econo receipts donations for this time of the year have not been received yet. A third platinum partner check was recorded this month.
- Recorded first interest received from First Bank Money Market / CDs.

Expense:

- Utilities over budget due to propane this time of year. We should see the warmer months under budget for this line.
- Animal supplies includes a new much-needed scale which was about \$700.
- Garbage / snow removal includes the final monthly plowing bill. This line item will start coming in under budget until next winter.

Quarter 1 Review:

A review of the Year-to-Date Budget-to-Actual report summary of the first quarter is provided to the Board of Directors with this report. Anything with \$1000 in variance of the budget for the quarter is highlighted in either green for a favorable variance or red for an unfavorable variance. Here are a few notes:

- Adoptions have been under budget due to lack of kennel space to accept transfers from other shelters. The government contracts line item is over budget to cover the adoptions shortfall. We continue to hold animals from a neglect case taking up kennel space.
- Special gifts are showing a lower amount. One reason is that since late last year the reports coming from Meta (Facebook) have not been reliable. So rather than break down the revenue coming from Facebook Donations, we have started to record all Facebook Donations to 4110.
- No bequests or naming opportunities have been recorded to this point showing a shortfall in both accounts.
- Three of the fundraisers are showing being over budgeted revenue due to the recording of platinum partners revenue.
- Insurance expense is over budget due to receiving liability, property, and vehicle insurance all around the same time. This line item will likely come closer to the annual budget over time.
- Resale items revenue and expense are falling under and over budget respectively. This is a slow time of the year and we likely haven't had as much traffic at the shelter due to fewer adoptions.

Respectfully Submitted,
Chris Danik
Treasurer

Upper Peninsula Animal Welfare Shelter
Statement of Financial Position
As of March 31, 2023

	<u>Mar 31, 23</u>	<u>Mar 31, 22</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1010 · Nicolet Checking	100,766.69	411,869.32	(311,102.63)
1012 · Nicolet Sally's Fund Savings	38,317.66	31,072.61	7,245.05
1018 · Nicolet Money Mrkt Savings 5336	0.00	663,742.33	(663,742.33)
1030 · First Bank Money Market	553,119.55	0.00	553,119.55
1070 · PayPal account	109.45	148.22	(38.77)
1090 · Cash in Drawer	333.78	299.99	33.79
Total Checking/Savings	<u>692,647.13</u>	<u>1,107,132.47</u>	<u>(414,485.34)</u>
Accounts Receivable			
1200 · *Accounts Receivable	13,923.50	8,067.30	5,856.20
1524 · Capital Campaign Pledges	6,785.00	15,105.00	(8,320.00)
Total Accounts Receivable	<u>20,708.50</u>	<u>23,172.30</u>	<u>(2,463.80)</u>
Other Current Assets			
1080 · Petty Cash	400.00	168.51	231.49
1499 · Undeposited Funds	75.00	75.00	0.00
1540 · Allowance for Uncol Promises	1,017.50	867.50	150.00
1550 · Discount-CC Pledges Receivable	(1,754.00)	(1,754.00)	0.00
Total Other Current Assets	<u>(261.50)</u>	<u>(642.99)</u>	<u>381.49</u>
Total Current Assets	<u>713,094.13</u>	<u>1,129,661.78</u>	<u>(416,567.65)</u>
Fixed Assets			
1611 · Land - County Rd 553	20,586.75	20,586.75	0.00
1615 · Buildings	3,632,714.80	3,632,714.80	0.00
1640 · Vehicles	32,649.00	23,149.00	9,500.00
1643 · Land Improvments	20,617.85	0.00	20,617.85
1645 · Office & Kennel Equipment	7,882.14	5,615.86	2,266.28
1650 · New Shelter-Furniture & Equip	94,464.04	94,464.04	0.00
1670 · Accumulated Depreciation	(555,602.78)	(380,057.07)	(175,545.71)
Total Fixed Assets	<u>3,253,311.80</u>	<u>3,396,473.38</u>	<u>(143,161.58)</u>
Other Assets			
1074 · WF Endowment Fund Investments	345,261.71	283,759.36	61,502.35
1078 · First Bank CD	200,000.00	0.00	200,000.00
1700 · Beneficial Interest in MCCF	107,677.38	125,021.29	(17,343.91)
1702 · Beneficial Interest-Dixon F B	604,343.21	680,864.09	(76,520.88)
Total Other Assets	<u>1,257,282.30</u>	<u>1,089,644.74</u>	<u>167,637.56</u>
TOTAL ASSETS	<u><u>5,223,688.23</u></u>	<u><u>5,615,779.90</u></u>	<u><u>(392,091.67)</u></u>
LIABILITIES & EQUITY			
Liabilities			

Current Liabilities			
Accounts Payable			
2001 · *Accounts Payable	1,235.78	1,933.41	(697.63)
Total Accounts Payable	1,235.78	1,933.41	(697.63)
Other Current Liabilities			
2025 · Accrued Benefits	8,206.31	8,206.31	0.00
2100 · Payroll Liabilities			
2101 · Federal Tax W/H Payable	563.60	563.60	0.00
2102 · Medicare and SS Payable	1,596.55	1,596.55	0.00
2103 · Michigan W/H Payable	2,250.49	4,002.30	(1,751.81)
2104 · Suta Tax Payable	(141.99)	147.80	(289.79)
2108 · AFLAC pre-tax	(59.43)	(59.43)	0.00
2111 · Simple Plan Payable	(6.00)	(6.00)	0.00
2100 · Payroll Liabilities - Other	7,469.63	12,596.37	(5,126.74)
Total 2100 · Payroll Liabilities	11,672.85	18,841.19	(7,168.34)
2550 · Sales Tax Payable	(1,658.68)	1,062.89	(2,721.57)
Total Other Current Liabilities	18,220.48	28,110.39	(9,889.91)
Total Current Liabilities	19,456.26	30,043.80	(10,587.54)
Total Liabilities	19,456.26	30,043.80	(10,587.54)
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	3,671,886.29	3,828,585.82	(156,699.53)
Net Income	(88,529.77)	136,274.83	(224,804.60)
Total Equity	5,204,231.97	5,585,736.10	(381,504.13)
TOTAL LIABILITIES & EQUITY	5,223,688.23	5,615,779.90	(392,091.67)

Upper Peninsula Animal Welfare Shelter
YTD Budget to Actual
March 2023

	<u>Mar 23</u>	<u>Budget</u>	<u>Jan - Mar 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000 · SHELTER REVENUE					
4005 · Pet Adoptions	4,108.33	8,333.34	12,515.10	25,000.00	100,000.00
4010 · Redeemed Animals	488.00	333.34	878.00	1,000.00	4,000.00
4012 · Boarding Fee	410.16	166.68	1,114.16	500.00	2,000.00
4015 · Vet/Optional Care	40.00	166.68	160.00	500.00	2,000.00
4017 · Dog Park	132.78	333.34	365.56	1,000.00	4,000.00
4018 · Rentals Revenue	150.00	208.34	200.00	625.00	2,500.00
4020 · Government Contracted Services	13,800.50	4,166.68	26,784.62	12,500.00	50,000.00
4030 · Dog License Revenue	0.00	33.34	60.00	100.00	400.00
4031 · Microchipping	150.00	166.68	375.00	500.00	2,000.00
4032 · Nail Clipping / Grooming	400.00	250.00	880.00	750.00	3,000.00
4033 · Community Spay/Neuter Revenue	127.00	416.68	2,620.50	1,250.00	5,000.00
4050 · Miscellaneous Services	0.00	50.00	0.00	150.00	600.00
4060 · Cremation Services Revenue	0.00	125.00	354.00	375.00	1,500.00
Total 4000 · SHELTER REVENUE	19,806.77	14,750.10	46,306.94	44,250.00	177,000.00
4100 · DIRECT PUBLIC SUPPORT					
4006 · Pet Care Sponsorship	1,077.62	1,000.00	2,633.24	3,000.00	12,000.00
4008 · Pet Promotion Sponsorship	0.00	41.68	1,000.00	125.00	500.00
4109 · Pink Lady	25.00	166.68	105.00	500.00	2,000.00
4110 · Donations	19,577.35	20,000.00	64,688.07	60,000.00	260,000.00
4119 · Stock Donations	0.00		524.97		
4120 · Special Gifts	326.00	1,500.00	326.00	4,500.00	18,000.00
4123 · Memorial Bricks/Tiles	0.00	250.00	0.00	750.00	3,000.00
4125 · Donated Svs/Material In Kind	2,329.00	2,083.34	4,859.39	6,250.00	25,000.00
4135 · Bequests	0.00	6,250.00	0.00	18,750.00	75,000.00
4188 · Naming Opportunities	0.00	2,500.00	0.00	7,500.00	30,000.00
Total 4100 · DIRECT PUBLIC SUPPORT	23,334.97	33,791.70	74,136.67	101,375.00	425,500.00
4156 · GRANT REVENUE					
4157 · General Grants	0.00	1,250.00	0.00	3,750.00	15,000.00
Total 4156 · GRANT REVENUE	0.00	1,250.00	0.00	3,750.00	15,000.00
4200 · FUNDRAISING REVENUE					
4128 · Misc/3rd Party Fundraisers	0.00	0.00	3.00	0.00	1,400.00
4140 · Canisters	793.35	750.00	2,501.68	2,250.00	9,000.00
4143 · Econo Receipts	0.00	3,600.00	0.00	3,600.00	7,200.00
4144 · Cause for Paws	500.00	0.00	1,500.00	0.00	23,600.00
4147 · Strut Your Mutt	500.00	0.00	1,500.00	0.00	16,200.00
4151 · Raise The Woof	500.00	0.00	3,977.65	6,350.00	6,350.00
4170 · TUFT Golf Outing	500.00	0.00	1,500.00	0.00	26,100.00
4183 · Rescue Raffle	0.00	0.00	0.00	0.00	7,700.00
4197 · Calendar	0.00	0.00	19.28	0.00	23,190.00
Total 4200 · FUNDRAISING REVENUE	2,793.35	4,350.00	11,001.61	12,200.00	120,740.00
4500 · OTHER Revenue					
4205 · Resale Items Revenue	3,048.90	3,100.00	6,274.86	9,300.00	65,000.00
4215 · Interest Revenue	2,102.07	2,500.00	3,691.94	6,000.00	28,500.00
4220 · Miscellaneous Revenue	9.36	66.68	507.43	200.00	800.00

4221 · Endowment Fund Earnings	0.00	0.00	0.00	0.00	4,000.00
4223 · MCCF B.Reider Fund Distribution	0.00	0.00	0.00	0.00	19,000.00
4227 · Distribution from Dixon Estate	0.00	0.00	0.00	0.00	32,000.00
Total 4500 · OTHER Revenue	5,160.33	5,666.68	10,474.23	15,500.00	149,300.00
Total Income	51,095.42	59,808.48	141,919.45	177,075.00	887,540.00
Gross Profit	51,095.42	59,808.48	141,919.45	177,075.00	887,540.00
Expense					
5000 · Employee Expense					
5129 · Employee Uniforms	0.00	83.34	0.00	250.00	1,000.00
5200 · Payroll Expenses	0.00	16.68	0.00	50.00	200.00
5201 · Wages & Salaries	31,151.72	33,386.62	92,148.38	100,159.86	434,026.00
5202 · Overtime	572.03	833.34	2,119.67	2,500.00	10,000.00
5203 · Bonuses	0.00	0.00	0.00	0.00	14,000.00
5225 · Simple Plan Employer	196.28	225.00	617.92	675.00	2,700.00
5230 · Michigan Unemployment Payable	23.28	51.68	78.29	155.00	620.00
5235 · Employer Social Security	1,967.83	2,294.14	5,845.56	6,882.41	27,529.61
5240 · Employer Medicare	460.19	536.53	1,367.09	1,609.59	6,438.38
5245 · Worker's Compensation	532.00	222.93	2,267.00	668.75	2,675.00
5246 · Employee Relations	0.00	416.68	145.08	1,250.00	5,000.00
5248 · Health Ben / Dental / Vision	225.99	750.00	1,678.98	2,250.00	9,000.00
Total 5000 · Employee Expense	35,129.32	38,816.94	106,267.97	116,450.61	513,188.99
5500 · OPERATING EXPENSE					
5009 · Phone/Network Access	86.80	400.00	1,092.78	1,200.00	4,800.00
5011 · Merchant Service Fees	326.60	666.68	1,003.05	2,000.00	8,000.00
5012 · Bank Service Charges	0.00	12.50	0.00	37.50	150.00
5050 · Utilities	5,628.73	3,166.68	12,770.71	9,500.00	38,000.00
5100 · Cleaning Supplies	316.05	375.00	1,064.22	1,125.00	4,500.00
5102 · Animal Supplies/Equipment	1,411.01	541.68	2,178.73	1,625.00	6,500.00
5105 · Repairs/Maintenance	1,397.47	1,083.34	4,581.75	3,250.00	13,000.00
5106 · Garbage/Snow Removal	1,939.87	508.34	3,630.76	1,525.00	6,100.00
5115 · Office Supplies/Postage	207.00	416.68	1,526.08	1,250.00	5,000.00
5117 · Community Spay/Neuter Expense	1,698.00	583.34	3,090.00	1,750.00	7,000.00
5119 · Small Equipment	0.00	250.00	119.99	750.00	3,000.00
5120 · Building/Auto Insurance	27,113.32	818.18	33,273.32	27,636.36	35,000.00
5125 · Food	1,708.71	833.34	3,545.26	2,500.00	10,000.00
5127 · Microchips	0.00	0.00	0.00	0.00	0.00
5130 · Medical Supplies-Vaccines	902.25	1,380.84	4,044.23	4,142.50	16,570.00
5135 · Vet Care	2,063.52	4,166.68	6,829.09	12,500.00	50,000.00
5140 · Spay & Neuter Expense	2,809.70	2,083.34	8,013.70	6,250.00	25,000.00
5145 · Vehicle	0.00	125.00	358.68	375.00	1,500.00
5146 · Dog License Expense	0.00	37.50	70.00	112.50	450.00
5150 · Mileage	29.34	150.00	281.07	450.00	1,800.00
5160 · Depreciation	11,703.05		35,109.15		
5165 · Cash over/short	(0.18)	8.34	(8.40)	25.00	100.00
5530 · Cremation Services Expense	668.00	125.00	668.00	375.00	1,500.00
6138 · Pink Lady Expense	0.00	166.68	0.00	500.00	2,000.00
6539 · Computer Software	459.00	583.34	2,257.32	1,750.00	7,000.00
6565 · IT Consulting	0.00	125.00	404.50	375.00	1,500.00
Total 5500 · OPERATING EXPENSE	60,468.24	18,607.48	125,903.99	81,003.86	248,470.00
5550 · GRANT EXPENSE					
5551 · General Grants	0.00	83.34	0.00	250.00	1,000.00

Total 5550 · GRANT EXPENSE	<u>0.00</u>	<u>83.34</u>	<u>0.00</u>	<u>250.00</u>	<u>1,000.00</u>
5600 · FUNDRAISING EXPENSE					
5280 · Live Trap Fundrasier Expense	0.00		1,806.00		
6307 · Calendar Expense	0.00	0.00	9.40	0.00	3,905.00
6311 · Cause for Paws Expense	0.00	2,000.00	0.00	2,000.00	7,080.00
6315 · Misc/3rd Party Fund Expense	0.00	8.34	8.44	25.00	100.00
6317 · Raise The Woof Expense	0.00	0.00	1,147.20	2,100.00	2,100.00
6322 · Rescue Raffle Expense	0.00	230.00	0.00	280.00	2,280.00
6324 · Miscellaneous Expenses	0.00	16.68	0.00	50.00	200.00
6330 · TUFT Golf Outing Expense	0.00	0.00	0.00	0.00	7,233.00
6550 · Strut Your Mutt Expense	0.00	0.00	0.00	0.00	2,350.00
6551 · Canisters Expense	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total 5600 · FUNDRAISING EXPENSE	<u>0.00</u>	<u>2,255.02</u>	<u>2,971.04</u>	<u>4,455.00</u>	<u>25,248.00</u>
6000 · OTHER EXPENSE					
5142 · Volunteer Program	0.00	100.00	274.95	300.00	1,200.00
6313 · Direct Solicitations	0.00	5,400.00	6,483.05	5,400.00	10,800.00
6503 · Community Outreach	254.00	166.68	1,091.31	500.00	2,000.00
6504 · Memorial Bricks/Tiles	0.00	166.68	0.00	500.00	2,000.00
6505 · Professional Fees	0.00	833.34	438.92	2,500.00	10,000.00
6510 · Publications	0.00	0.00	46.65	0.00	10,000.00
6511 · Pet Promotion Expense	0.00	150.00	521.04	450.00	1,800.00
6515 · Promotions & Advertising	0.00	83.34	384.79	250.00	1,000.00
6525 · Resale Items Expense	2,244.19	1,200.00	9,331.34	3,600.00	30,000.00
6530 · Conferences / Training	0.00	333.34	379.80	1,000.00	4,000.00
6532 · Donor Development	0.00	83.34	60.00	250.00	1,000.00
6533 · Strategic Planning	0.00	100.00	0.00	300.00	1,200.00
6535 · Licenses, Dues, Permits & Fees	0.00	100.00	0.00	300.00	1,200.00
6540 · Miscellaneous Expense	0.00	166.68	159.82	500.00	2,000.00
6561 · Investment Expense	1,804.97	1,703.34	2,643.45	5,110.00	20,440.00
6688 · Naming Opportunity Expense	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>150.00</u>	<u>600.00</u>
Total 6000 · OTHER EXPENSE	<u>4,303.16</u>	<u>10,636.74</u>	<u>21,815.12</u>	<u>21,110.00</u>	<u>99,240.00</u>
Total Expense	<u>99,900.72</u>	<u>70,399.52</u>	<u>256,958.12</u>	<u>223,269.47</u>	<u>887,146.99</u>
Net Ordinary Income	(48,805.30)	(10,591.04)	(115,038.67)	(46,194.47)	393.01
Other Income/Expense					
Other Income					
4300 · Unrealized Gain/Loss	14,057.53		23,707.53		
4310 · Realized Loss/Gain LT Invstmnt	1,679.37		1,679.37		
4400 · RESTRICTED REVENUE					
7400 · SALLY'S FUND					
4218 · Sally's Fund Revenue	1,000.00		1,540.00		
6518 · Sally's Fund Expense	<u>0.00</u>		<u>(418.00)</u>		
Total 7400 · SALLY'S FUND	<u>1,000.00</u>		<u>1,122.00</u>		
Total 4400 · RESTRICTED REVENUE	<u>1,000.00</u>		<u>1,122.00</u>		
Total Other Income	<u>16,736.90</u>		<u>26,508.90</u>		
Net Other Income	<u>16,736.90</u>		<u>26,508.90</u>		
Net Income	<u>(32,068.40)</u>	<u>(10,591.04)</u>	<u>(88,529.77)</u>	<u>(46,194.47)</u>	<u>393.01</u>

Upper Peninsula Animal Welfare Shelter

Days Cash On Hand as of March 2023

	Cash Less Restricted Funds*	Annual Expense	Daily Expense	Days Cash on Hand	
2023	\$668,652.97	\$887,146.99	\$2,430.54	275	(Year to Date)
2022	\$969,199.36	\$776,458.72	\$2,127.28	456	
2021	\$882,513.53	\$774,749.62	\$2,122.60	416	
2020	\$645,045.70	\$753,663.47	\$2,064.83	312	
2019	\$415,591.49	\$741,157.74	\$2,030.57	205	
2018	\$311,797.49	\$521,136.55	\$1,427.77	218	
2017	\$215,192.09	\$536,174.67	\$1,468.97	146	
2016	\$201,661.55	\$602,450.00	\$1,650.55	122	
2015	\$152,858.00	\$576,669.00	\$1,579.92	97	
2014	\$191,970.00	\$520,354.25	\$1,425.63	135	
2013	\$146,529.00	\$431,923.23	\$1,183.35	124	
2012	\$147,882.00	\$451,620.63	\$1,237.32	120	

Notes

February 2023 \$200,000 moved to four Certificates of Deposit (CD) per board R&R

Cash Less Restricted Funds includes: General Checking Account, Money Market Account, Accounts Receivable, Square balance, Paypal balance, Petty Cash, Cash in Drawer, and Undeposited Funds

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[illegible]

Operations Report April 21, 2023

- Volunteers & Fosters:

- Multiple new applications.
- Still in need of one morning volunteer shift – Fridays
- Animals in foster care: Mom cat and litter, 2 adult cats, 2 guinea pigs & 5 dogs.

- Front Desk from Ryan McLaren

April Adoptions

- Cats - 20
- Dogs - 8
- Small Critters - 7
- Total – 35

Notable Adoptions

- Leo - Management plan dog, been in shelter since November
- Nancy - Diabetic cat, been in shelter since December
- Ally - 16-year-old kidney cat, been in shelter since March

New Hires

- We hired a new occasional part time caregiver, Ciara Shalifoe. She started training on 4/17

Upcoming Transfer

- We have a scheduled transfer of 16 Cats and 2 dogs from Tulsa, OK coming on 5/5

- Vet Area Updates

Vet Center Committee and “Other” Updates - 4/19/23 by Laura Rochefort

Vet Committee met on 4/18/23 to go over upcoming purchases and policies. Recommendations submitted for a surgery table purchase and adding a new community service of snap testing public animals. Committee members are working to complete the last of the policy topics that were previously set.

4/19/23 A dog transfer and trade was completed.

4/26/23 There is a scheduled 15 cat and 2 dog transfer to arrive.

5/6/23 There is a scheduled puppy transfer to arrive (number has changed as fosters are failing and keeping them and others being added to replace those). Will be looking for a driver to go to Appleton for pickup.

Colin (Laura stepping in when Colin is absent) is working with Swick to complete some projects and repairs that are very much needed - details should be on the google drive by Colin. 4/18/23 Swick completed the install of the wye strainer and replacement of the RPZ. As Swick left on 4/18/23 they seemed to indicate that the cleaning of the two boilers needs to happen much sooner than later. Swick will be sending a quote for that. 4/19/23 there seems to be new issues with pipes/valves/water leaking that we are seeing now.

- Operations Report for Hayley Weston April 2023

- Approval on finalizing Owner Request Euthanasia on SOP
- Approval on finalizing public service for animal cremation SOP
- Both are now on the website advertised under community resources for the public
- Approval on adding declawing contract in adoption contract. This will be another initialed item on our adoption contracts.
- Doing a spring cleaning of Paws Park members' vaccinations.

I have had much more luck individually emailing and calling checking in on expired vaccinations vs general email sent from Neon.

I would like to recommend advertising for the spring season of Paws Park along with a post for the Grooming Room.

Looking at the cost of FOBs. We do not always get these FOBs back when members don't renew. Does the membership help cover the loss of them?

- Working item is for new staff training.

I am revamping the checklist items from our initial training packet, along with adding checklist items for specific days of training, Fear Free resources, enrichment items, etc.

- Maintenance

- enclosed documents on Google Drive

- Bissell Empty the Shelters Upcoming:

- May 1-15 event

- Media:

- TV6 – Adopting a Bunny story, Pop-Up Shop story
- Q-107 Pet of Week, Radio Results Pet of the Week.

- Pop Up Shop Community Room
 - April 14, 15, 16
 - \$491.64 in sales

- Upcoming Community Outreach Events for April
 - Home Based Business Bazaar Westwood Mall April 29th from 10am to 4pm
 - Super One Foods MQT & Negaunee are having a donation drive for us April 21-May 8.
 - May 6th we will have a booth at each store collecting wish list items manned by volunteers & Ann.

- Publications
 - In the processes of developing
 - 2022 Annual Report
 - Summer Newsletter
 - Second Solicitation Letter

Submitted April 21, 2023

Ann Brownell

March 2023	DOGS		CATS		OTHER	TOTAL	
In Shelter	24		21		19	64	
In Foster	16	1-true foster	27	4-true foster	10	53	
TOTAL Beginning Count	40		48		29	117	
INTAKE	DOGS	PUPS <5 mos.	CATS	KITS <5 mos.	OTHER	TOTAL	YTD
Owner Surrender	8	2	13	0	5	28	118
Returned Adoption	2	0	0	0	0	2	4
Stray (from Police, Public and Shelter Pickup)	11	1	6	0	0	18	51
Born in Care	0	0	0	5	0	5	21
Transferred from Other Shelters	0	0	0	0	0	0	4
Special Hold/Service In	0	0	0	0	0	0	3
Seized/Custody (Cruelty & Neglect)	2	0	0	0	0	2	24
Total Intakes	23	3	19	5	5	55	225

OUTCOMES

Adoptions (shelter, foster home or special event)	19	4	15	7	13	58	190
Total Adoptions YTD	54	9	73	14	40	190	
Returned to Owner	9	1	1	0	0	11	37
Transferred to Rescue Groups/Shelters	1	0	0	0	0	1	6
Total Live Outcomes	29	5	16	7	13	70	233
EUTHANIZED/DEATHS/MISSING/STOLEN							
Dangerous	0	0	0	0	0	0	0
Dying	0	0	0	0	0	0	3
Animal's Name and Reason							
TOTAL ANIMALS EUTHANIZED	0	0	0	0	0	0	3
Died at shelter/foster home - Unknown	0	0	0	0	0	0	1
Missing/Stolen/Escaped	0	0	1	0	0	1	1
Animal's Name and Reason			Anica (stolen)				
Total Euth/Died/Other Outcomes	0	0	1	0	0	1	5
In Shelter	20		20		11	51	
In Foster	12	4-true foster	28	10-true foster	10	50	
TOTAL Ending Count (per formula)	32		48		21	101	
TOTAL Ending Count (per report)	32		48		21		
SAVE RATE (Intake- Euthanasia Outcome)/Intake						100.0%	98.7%
ASPCA Live Release Rate (Live Outcomes/ Intake)						127.3%	103.6%

OTHER INFO

	Dogs	Cats
Avg. Length of Stay	32.4	58.4
Monthly Return Rate (returns/adoptions)	9%	0%

March 2023 - CLINIC SERVICES	DOGS	CATS	OTHER	TOTAL	YTD
Owner Requested Euthanasia	0	0	0	0	0
Bite Hold (for Owner)	0	0	0	0	0
Spay/Day	0	1	0	1	22
Community Spay/Neuter (Spay It Forward)	0	0	0	0	0
Microchipping	5	0	0	5	9
Domestic Violence	0	0	0	0	0
Pending Investigation	0	0	0	0	0
Boarding	0	0	0	0	0
Dog Park Permits	5	0	0	5	8
Service - Home 2 Home	0	0	0	0	0
Service - Nailtrims	12	6	9	27	43
Service - Dog Licenses	0	0	0	0	2
Service - Cremation Services	0	0	0	0	1
Total	22	7	9	38	85

UPAWS Finance Committee Minutes

Meeting Date: Thursday, April 20th, 2023 at 5:00pm

Meeting Location: Google Meet

Present: Chris Danik (Chair), Dale Dexter, Cole Zyburt, Leslie Hurst (Ex-Officio)

Excused: Jill Compton

New Business

- **Review March 2023 Financial Reports:** The question mark on the A/R aging report is due to an adjusting entry. Will need some guidance from the auditor on how to correct that. No other questions or issues noted from the committee.

Old Business

- **Interim Contracted Bookkeeper / CPA:** The committee reviewed a request for proposal (RFP). In addition the committee discussed Quickbooks Live which is a remote bookkeeper through their online version of the software. The committee agreed to investigate both a local bookkeeper and the use of Quickbooks Live. Chris will distribute the RFP.
- **Endowment Fund Updates:** Pending legal counsel review.
- **Financial Policy Revisions:** No further updates at this time.

Next Meeting: Thursday, May 18th, 2023 at 5pm