

UPPER PENINSULA ANIMAL WELFARE SHELTER

BOARD OF DIRECTORS MEETING

Wednesday, January 24, 2024 / 6 p.m. / Cliffs-Eagle Mine Community Room

<p>Mission:</p> <p>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.</p>	<p>Vision:</p> <p>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.</p>
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Agenda

1. Call to Order/Attendance
2. Approval of Agenda
3. Mission Moment
4. Public Comment
5. Approval of Minutes
 - a. December 18, 2023 Regular Meeting
 - b.
6. Unfinished Business
 - a. Municipal Contracts
 - b. Report & Recommendation from President RE:SB 0657 & 0658 (tabled in Nov, Dec)
 - c. Board Retreat Feb 3
7. New Business
 - a. Board Meeting Dates for May - December, 2024
 - b. HB 4980
8. Communications
9. President's Report
10. Treasurer's Report
 - a. Treasurer's Report
 - b. November 2023 Financials
 - c. December 2023 Financials
11. Shelter Operations Report(s)
 - a. Report from the Shelter Manager
 - b. Stats

12. Committee Reports

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

13. Public Comment

14. Board Comment

15. Adjournment

Next Board Meeting Date: February 28, 2024, 6 p.m. at the Shelter

UPPER PENINSULA ANIMAL WELFARE SHELTER
BOARD OF DIRECTORS MEETING MINUTES

Monday, December 18, 2023 / 6 p.m. / Office Area of UPAWS

PRESENT: Lynn Andronis, Chris Danik, Andi Goriesky, Leslie Hurst, Brian Hummel (virtual), Carol Touchinski (virtual)

STAFF: Sarah Evers (virtual), Ann Brownell (virtual)

GUEST: Paul Nardi of Makela, Toutant, Hill, Nardi & Katona, P.C.

1. Call to Order/Attendance: Meeting was called to order at 6:07 pm.
2. Approval of Agenda: *Lynn made a motion, seconded by Chris, to approve the Agenda as presented. Motion passed with unanimous consent.* Agreement was made to move review of Item "7a. 2022 AFS/990" to discuss after "5b. Approval of Minutes. November 27, 2023 Closed Meeting Minutes", in consideration of Paul Nardi's time.
3. Mission Moment: Andi's relayed the story about "Buddy", the horse. His situation of neglect came to the attention of Sally's Fund and volunteers acquired and installed fencing panels around Buddy's location to feed him daily and help him overcome his serious issues with human interactions. The volunteers, who were also Buddy's neighbors, fed him every day and eventually, he became accustomed to their presence. After two years, the neighbors were able to move him with a trailer to their property and they adopted him. It's great to see how a little bit of patience and care can make a huge difference in the life of an animal.
4. Public Comment: Ann expressed her thanks for the Christmas bonuses for staff.
5. Approval of Minutes:
 - a. November 27, 2023 Regular Meeting - *Andi made a motion, seconded by Leslie, to approve the Minutes as presented. As he was absent at the meeting, Chris abstained. Motion passed.*
 - b. November 27, 2023 Closed Meeting Minutes - *Leslie made a motion, seconded by Andi, to approve the Minutes as presented. As he was absent at the meeting, Chris abstained. Motion passed.*
6. Unfinished Business:
 - a. Municipal Contracts – Discussion regarding dissemination and implementation of the revised Impound Contract with municipalities in Marquette County that was approved by the board on 4/24/23. Lynn will update the document to remove the "draft" watermark and Leslie will draft a letter to the municipalities. All work needs to be done by the end of this week and letters sent out by 1/1/24. Our goal is to have finalized and signed contracts returned to us no later than 3/1/24.
 - b. Report & Recommendation from President RE:SB 0567 & 0568 – It was agreed to table a discussion on this issue until our January 2024 meeting.

7. New Business:

- a. 2022 AFS/990, Paul Nardi, MTHNK – Paul presented a review of our 2022 audit. He reported that we have a very liquid source of assets, as it's mostly in cash or cash equivalents. Other assets declined from 2021 to 2022 due to fair market value. We have a nominal amount of current liabilities. Most of endowment funds were received from individual donors and board designated transfer of money to endowment fund. We have a positive cash flow through operating activities. He encouraged us to read financials entirely and added that there is no such thing as a "dumb question". He brought the required communication letter, but Chris has an electronic version. He indicated that we have a significant deficiency in internal control as we have no one on staff or on board to provide GAP compliant principles. He added that engaging Chapman & Myers, CPAs, PC might alleviate some of the problem. The second deficiency relates to resale inventory. He indicated that an inventory should be counted at least yearly and input into QB/POS. He relayed his thanks to us, staff and Chris for the help with this year's audit. He added that MTHNK has merged with Andrews Hooper Pavlik, PLC of Michigan and that merger will have no effect on our relationship. *Andi made a motion, seconded by Chris, to accept the 2022 Audit as presented. Motion passed with unanimous consent.*
- b. LLF Read to a Shelter Pet Program – Discussion surrounding this project and the past implementation. Ann has proposed a restructure and implementation of the program. Initially, we would offer this once a month but we should pick a realistic start date. Ann and Sarah will work out the details and write a response to Nancy's letter. Leslie will provide a cover letter to her.
- c. Board Meeting Dates for January - April, 2024 - It was decided to hold our board meetings for January, February, March and April on the fourth Wednesday of each month. Beginning in May, we will revert back to the fourth Monday.

8. Communications: We covered communication with Nancy Seminoff/LLF earlier. She would like to talk to someone about planned giving options with her. Sarah and Andi will talk to her after 1/1/24.

9. President's Report: Written report submitted.

10. Treasurer's Report:

- a. Treasurer's Report – None.
- b. November 2023 Financials - *Lynn made a motion, seconded by Andi, to table discussion of the November 2023 Financials until January. Motion passed with unanimous consent.*

(NOTE: Carole left the meeting at this point, 8:22 pm.)

11. Shelter Operations Report(s):

- a. Report from the Shelter Manager – Sarah added an update to her submitted report for Chase, the dog. We raised a little more than \$7,100 and, to date, we have spent \$6,600 on his vet care. The post-operative checkups will be done in Marquette. He is still at shelter and will be going to the vet's office tomorrow for checkup. If everything checks out, then he will be put up for adoption. Finance Committee will deal with the difference between #4006 and #4109. Question was raised on how Woody is doing. Sarah reported that he was adopted on Friday by Erin, the dog walker. Discussion

around Christmas Eve and New Year's Eve being closed for adoptions. Per Sarah, staff is still working on updating SOPs.

- b. Stats – submitted.

12. Committee Reports:

- a. Board Development Committee Report – Brian reported that the committee did not meet this month and so there is no report.
- b. Finance Committee Report – Chris reported that the committee did not meet this month and so there is no report.
- c. Fundraising Committee Report – Written report submitted.
- d. Strategic Planning Committee Report - Brian reported that the committee did not meet this month and so there is no report.
- e. Personnel Committee Report - Leslie gave a verbal report. There have been some changes in policies. She will call a meeting of the committee and should have a Report & Recommendation to board in January.
- f. Policy / Bylaw Committee Report – Leslie reported that the committee did not meet this month. She will schedule a meeting for next month
- g. Donor Development (Ad Hoc) – Leslie gave a verbal update regarding the end of year donor development material. She is working with Lynn on gathering a list of recurring donations and GEMS to send Christmas cards. She indicated that she needs to schedule meeting for January.

13. Public Comment: None

14. Board Comment: Andi will procure an iPad for use in checking in in-kind donations in order to make entries smoother and more timely. Sarah will follow up with implementation.

15. Closed Meeting: - Personnel Discussion. Closed session was deferred due to lack of time to adequately discuss.

16. Adjournment: *Andi made a motion, seconded by Lynn, to adjourn the meeting. Motion passed with unanimous consent.* Meeting adjourned at 9:06 pm.

Respectfully submitted,

Counter-Signed

Lynn Andronis, Secretary

Leslie Hurst, President

Next Board Meeting Date: January, 2024 meeting date is still to be confirmed.

2023-HIB-4980

Tue, Jan 2, 2024, 9:47 AM <admin@michiganpet.org> wrote:
Good Morning Michigan Shelters and Happy New Year!

Michigan Pet Alliance is ready to start the New Year advocating for expanded access to veterinary care for animals in our shelters and for all Michigan pets where there is a need.

We are reaching out to ask you to sign on to the attached coalition letter supporting House Bill 4980. This bipartisan legislation improves veterinary medicine in Michigan by lifting the requirement that veterinarians see an animal in person first before they treat it through telehealth. You can help us advocate for this legislation by:

- Responding back to this email with your logo so that we can include it on the attached letter.
- Sending this request to other organizations (rescues) and individuals to also sign on. We welcome their names and, if applicable, titles/organizations (logos) to be added to the letter – send to admin@michiganpet.org.

Please respond by the close of business Tuesday, January 9th.

This year, 2024, presents many opportunities and improving veterinary care in Michigan through telehealth is important to everyone, animals, and humans alike! Thank you for your consideration and please let us know if you have any questions or suggestions.

MPA Board of Directors

Feedback from local veterinarians:

- 1/2/24: I strongly and completely oppose this, as does the AVMA. This is large corporate medicine pushing bills like this through states so they can prescribe things from afar, often causing malpractice and incorrect treatments. Humans can do a much better job with telemedicine because we can verbalize what's going on. Human caretakers can often lead vets down a different path that could completely change the diagnosis if there was a hands-on exam. Corporate interests are roping shelters in to legitimize their movement. I suggest you do not support this bill.
Lara Stephens-Brown, DVM, CVSMT, FCoAC
Northern Lights Veterinary Service
- No response yet from NVA.
- Will reach out to others



**THE HUMANE SOCIETY
OF THE UNITED STATES**



Michigan
Humane



To: Representative Reggie Miller

Date: December 15, 2023

Re: Passing Veterinary Telehealth Legislation

From: ASPCA

Humane Society of the United States

Humane Society Veterinary Medical Association

Michigan Pet Alliance

Michigan Humane

Protect Michigan (MI) Pet Telehealth

Virtual Veterinary Care Association

We are writing to you today representing a mixture of both licensed veterinarian membership organizations and animal welfare organizations to encourage you to hold a hearing and pass House Bill 4980 when the legislature reconvenes in early 2024. This bipartisan legislation improves veterinary medicine in Michigan by lifting the requirement that veterinarians see an animal in person first before they treat it through telehealth (something Michigan already does for human medicine).

Access to veterinary care is a critical issue for many animal owners in Michigan. In both rural and urban areas, it can be difficult to get an appointment with a veterinarian. Telehealth can help to bridge these gaps in access to care by allowing veterinarians to consult with clients and provide care remotely.

Telehealth is also an important tool for promoting equity in veterinary care. Low-income pet owners, single parents, and people with disabilities may face additional barriers to accessing care. Telehealth can help to make veterinary care more affordable and accessible for everyone.

Veterinary telehealth is a safe and effective way to provide care for many animals. In fact, during the Covid 19 Pandemic Governor Whitmer lifted the requirement that veterinarians see an animal

in person first before they treat it through telehealth. Over this three-year period there were zero telehealth-related complaints to the Michigan Board of Veterinary Medicine.

In Michigan, veterinarians are trained to diagnose and treat animals using a variety of tools, including telemedicine technology. Telehealth can be used to provide care for a wide range of conditions, consult with specialists, obtain preventative medications or common non-scheduled medications, and to provide advice and educate pet owners.

Moreover, Michigan licensed veterinarians should be trusted to provide care to animals via telehealth. Veterinarians are highly trained professionals who are committed to providing the best possible care to their patients. They are subject to rigorous educational and ethical standards, continuing education requirements, and state licensure. They are well-equipped to diagnose and treat animals through telehealth when it makes sense based on their professional judgement.

In addition to the benefits mentioned above, veterinary telehealth can also help to reduce the spread of disease. By allowing veterinarians to consult with clients and provide care remotely, telehealth can help to reduce the need for unnecessary travel to veterinary clinics. This can help to protect both animals and people from exposure to infectious diseases.

We urge you to follow the lead of other states, such as California and Arizona, and pass legislation to lift the requirement that veterinarians see an animal in person first before they treat it through telehealth. This legislation would be a win-win for both animals and people in Michigan.

Thank you for your time and consideration.

HOUSE BILL NO. 4980

September 14, 2023, Introduced by Reps. Pohutsky, Paiz, Wilson, Breen, Tsernoglou, Morgan, Glanville, Conlin, Arbit, Miller, Roth, Morse and Aiyash and referred to the Committee on Agriculture.

A bill to amend 1978 PA 368, entitled
"Public health code,"
by amending sections 16287 and 18811 (MCL 333.16287 and 333.18811),
section 16287 as amended by 2017 PA 22 and section 18811 as amended
by 2006 PA 406, and by adding section 18818.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

- 1** Sec. 16287. **(1)** The department, in consultation with a board,
- 2** shall promulgate rules to implement sections 16284 and 16285.
- 3** **(2) Rules promulgated by the department in consultation with**

1 the Michigan board of veterinary medicine under this section are
2 subject to section 18818.

3 Sec. 18811. (1) ~~A person~~ **Subject to section 18818, an**
4 **individual** shall not engage in the practice of veterinary medicine
5 unless licensed or otherwise authorized by this article.

6 (2) ~~After July 1, 1979, an~~ **An** individual shall not practice as
7 a veterinary technician without a license.

8 (3) A veterinary technician shall not diagnose animal
9 diseases, prescribe medical or surgical treatment, or perform as a
10 surgeon.

11 (4) The following words, titles, or letters or a combination
12 ~~thereof, of words, titles, or letters,~~ with or without qualifying
13 words or phrases, are restricted in use only to those ~~persons~~
14 **individuals** authorized under this part to use the terms and in a
15 way prescribed in this part: "veterinary", "veterinarian",
16 "veterinary doctor", "veterinary surgeon", "doctor of veterinary
17 medicine", "v.m.d.", "d.v.m.", "animal technician", or "animal
18 technologist".

19 **Sec. 18818. (1) A veterinarian shall not engage in the**
20 **practice of veterinary medicine unless it is within the context of**
21 **a veterinarian-client-patient relationship. Subject to federal law,**
22 **all of the following requirements must be met to establish a**
23 **veterinarian-client-patient relationship:**

24 (a) The veterinarian must assume responsibility for making
25 clinical judgments regarding the health of the animal and the need
26 for medical treatment and the animal's owner must have agreed to
27 follow the veterinarian's instructions.

28 (b) The veterinarian must have current knowledge of the animal
29 to initiate, at a minimum, a general or preliminary diagnosis of

1 the medical condition of the animal. A veterinarian may obtain
2 current knowledge of an animal for purposes of this subdivision
3 through any of the following means:

4 (i) Conducting an in-person examination of the animal.

5 (ii) Subject to subsection (2), conducting an examination of
6 the animal through telehealth using real-time interactive audio and
7 visual electronic technology.

8 (iii) By making a medically appropriate and timely visit to the
9 premises where the animal is kept or where a group of animals of
10 the owner is kept.

11 (2) All of the following apply for purposes of an examination
12 of an animal under subsection (1) (b) (ii) :

13 (a) The veterinarian shall not conduct an electronic
14 examination of an animal through telehealth if any of the following
15 apply:

16 (i) The animal is not a companion animal.

17 (ii) The veterinarian is performing the examination to issue an
18 interstate certificate of veterinary inspection or a pet health
19 certificate.

20 (b) When conducting an electronic examination through
21 telehealth, the veterinarian shall use instrumentation and
22 diagnostic equipment through which an image and a medical record
23 may be transmitted electronically.

24 (c) The veterinarian shall be readily available, or arrange
25 for emergency coverage, if the animal experiences an adverse
26 reaction or the treatment regimen for the animal fails.

27 (d) The owner of the animal may request an in-person follow-up
28 evaluation with the veterinarian. If the veterinarian cannot
29 perform an in-person follow-up evaluation of the animal, the

1 veterinarian shall provide the owner with a list of other
2 veterinarians who are geographically accessible to the owner.

3 (3) If a veterinarian establishes a veterinarian-client-
4 patient relationship through the electronic examination described
5 in subsection (1)(b)(ii), the veterinarian may prescribe the animal
6 that was the subject of the examination a drug under all of the
7 following conditions:

8 (a) If the only examination performed on the animal by the
9 veterinarian is the electronic examination described in subsection
10 (1)(b)(ii), the veterinarian shall not prescribe the animal more
11 than a 14-day supply of the drug with no refills. The veterinarian
12 may prescribe the animal 1 additional 14-day supply of the drug if
13 the veterinarian conducts another electronic examination described
14 in subsection (1)(b)(ii) of the animal. The veterinarian shall not
15 issue any additional renewals of the prescription for the animal
16 unless the veterinarian conducts an in-person examination of the
17 animal.

18 (b) The veterinarian shall notify the owner of the animal that
19 some prescription drugs may be available at a pharmacy and, on the
20 request of the animal's owner, send a prescription to a pharmacy of
21 the owner's choice.

22 (c) The veterinarian shall not prescribe a controlled
23 substance for the animal unless the veterinarian also performs an
24 in-person examination of the animal or makes a medically
25 appropriate and timely visit to the premises where the animal is
26 kept.

27 (d) The veterinarian shall comply with federal law and any
28 laws of this state for the prescribing of the drug, including, but
29 not limited to, section 16285.

1 (4) As used in this section:

2 (a) "Companion animal" means that term as defined in section
3 50b of the Michigan penal code, 1931 PA 328, MCL 750.50b.

4 (b) "Pet health certificate" means that term as defined in
5 section 1 of 1969 PA 287, MCL 287.331.

6 (c) "Telehealth" means that term as defined in section 16283.

7 (d) "Veterinarian-client-patient relationship" means the
8 relationship meeting the requirements described in subsection (1).

PRESIDENT'S REPORT

January, 2024

- Signed Canister Certificates - Thanks to Crystal and Reva for their continued efforts in this Fundraiser.
- RTW interviews and event tasks.
- Signed several checks while Chris out of town
- Transfer driver on Saturday, Jan 6th. Huge thank you to volunteers Emily & Maddie for driving the van (dogs, I had cats in my vehicle). Roads were snow covered the whole drive there which added almost 2 hours; Emily did a wonderful job driving and then both helped with intakes. Also thanks to staff for getting the 15 cats and 5 dogs settled quickly into kennels & rooms and Laura for her coordination and follow-ups.
- Board retreat preparation, rescheduled to Feb 3 due to blizzard.
- 2024 Platinum Partners. All renewed (Iron Range, Mares z Doats, Nicolet) and one new- , Andi/Select Realty, plus Andi working on another business. Thanks to Andi & Lynn for their assistance. These will provide \$2000 sponsorship funds to each major fundraiser (RTW, CFP,TUFT, SYM) which helps tremendously to reduce upfront costs.
- Municipal contract adoption. Emails with Anne Giroux, Mqt Co Administrator and working on the others.
- Personnel Policy research & updates.
- Completed LLF correspondence. Sarah will be the contact person from now on and consult with Ann & myself as needed.
- Neon/donation follow-ups. Using other functions/modules in Neon (volunteer, events) and working on procedures for staff use.
- Continued discussions with Gordon, Sheltered Harbor Pet Memorial and Pat, Republic Memorials re: Memorial Garden pavers and tiles. Working on a tile with the donor.
- Adoption process & contract clarification, discussion at Board Retreat.
- Requested that we only use PetPoint 6 vs PetPoint5 due to some functionality no longer available in 5.
- Follow-up on SB 0657, 0658 (amending bond-or-forfeit provisions in Michigan's anti-neglect statute & anti-cruelty statute); HB 5039, 5040 and 5041 (BSL); HBI 4674, 4883 (declawing); HB 4980 (telehealth).
- Donation Year-End statements as requested.

Respectfully submitted,

Leslie Hurst

UPAWS Board President

UPAWS Treasurer's Report January 2024

Activities Since Last Report:

- No significant activities to report.

November 2023 Financial Reports:

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

Treasurer's Notes:

Revenue:

- The government contracts has a favorable variance for the month.
- Pet care has a favorable variance due to the Chase donations.

Expense:

- Wages and Salaries has an unfavorable budget variance since there were three paychecks this month. The budget was built assuming there were three paychecks in December.

December 2023 Financial Reports:

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

Treasurer's Notes:

Revenue:

- Direct Public Support has a significant unfavorable variance due to few bequests and naming opportunities.
- Fundraising for the year has an unfavorable variance. Cause for Paws was not held, in addition to a couple of events that came in under budget. Saw an increase in third-party fundraisers.
- Retail revenue has an unfavorable variance, but other line items, such as interest revenue and investment distributions, made up for the shortfall in the other revenue category.

Expense:

- Employee expenses has a favorable variance. Other categories are close to budgeted amounts (minus depreciation).

Balance Sheet: There may be a reversed entry between the allowance for uncollected promises and capital campaign pledges. I will check with the accountant.

Respectfully Submitted,
Chris Danik
Treasurer

Upper Peninsula Animal Welfare Shelter
Statement of Financial Position
As of November 30, 2023

	Nov 30, 23	Nov 30, 22	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
1010 · Nicolet Checking	72,187.79	113,630.91	(41,443.12)
1012 · Nicolet Sally's Fund Savings	0.00	44,829.58	(44,829.58)
1018 · Nicolet Money Mrkt Savings 5336	0.00	785,709.28	(785,709.28)
1030 · First Bank Money Market	526,540.30	0.00	526,540.30
1031 · Sallys Fund Money Market	13,738.34	0.00	13,738.34
1070 · PayPal account	2,272.82	184.66	2,088.16
1071 · Square Account	0.00	263.84	(263.84)
1090 · Cash in Drawer	333.78	333.78	0.00
Total Checking/Savings	<u>615,073.03</u>	<u>944,952.05</u>	<u>(329,879.02)</u>
Accounts Receivable			
1200 · *Accounts Receivable	12,095.40	5,928.80	6,166.60
1524 · Capital Campaign Pledges	20,900.00	25,625.00	(4,725.00)
Total Accounts Receivable	<u>32,995.40</u>	<u>31,553.80</u>	<u>1,441.60</u>
Other Current Assets			
1080 · Petty Cash	400.00	400.00	0.00
1350 · Fundraising Change Fund	300.00	0.00	300.00
1499 · Undeposited Funds	0.00	75.00	(75.00)
1540 · Allowance for Uncol Promises	(16,686.50)	(14,925.00)	(1,761.50)
1550 · Discount-CC Pledges Receivable	(1,591.50)	(2,254.00)	662.50
Total Other Current Assets	<u>(17,578.00)</u>	<u>(16,704.00)</u>	<u>(874.00)</u>
Total Current Assets	<u>630,490.43</u>	<u>959,801.85</u>	<u>(329,311.42)</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	20,617.85	0.00
1645 · Office & Kennel Equipment	11,787.61	5,615.86	6,171.75
1650 · New Shelter-Furniture & Equip	94,464.04	94,464.04	0.00
1670 · Accumulated Depreciation	(649,652.63)	(508,790.58)	(140,862.05)
Total Fixed Assets	<u>3,163,167.42</u>	<u>3,288,357.72</u>	<u>(125,190.30)</u>
Other Assets			
1074 · WF Endowment Fund Investments	355,640.93	342,879.02	12,761.91
1078 · First Bank CD	250,000.00	0.00	250,000.00
1079 · Sallys Fund CD	28,000.00	0.00	28,000.00
1700 · Beneficial Interest in MCCF	107,677.38	100,526.59	7,150.79
1702 · Beneficial Interest-Dixon F B	596,276.71	586,170.34	10,106.37

Total Other Assets	<u>1,337,595.02</u>	<u>1,029,575.95</u>	<u>308,019.07</u>
TOTAL ASSETS	<u>5,131,252.87</u>	<u>5,277,735.52</u>	<u>(146,482.65)</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2001 · *Accounts Payable	<u>10,960.19</u>	<u>510.44</u>	<u>10,449.75</u>
Total Accounts Payable	<u>10,960.19</u>	<u>510.44</u>	<u>10,449.75</u>
Credit Cards			
2005 · Nicolet Bank Cards	<u>9,028.02</u>	<u>0.00</u>	<u>9,028.02</u>
Total Credit Cards	<u>9,028.02</u>	<u>0.00</u>	<u>9,028.02</u>
Other Current Liabilities			
2025 · Accrued Benefits	<u>10,192.85</u>	<u>8,206.31</u>	<u>1,986.54</u>
2100 · FUTA			
2101 · Federal Tax W/H Payable	<u>1,544.83</u>	<u>563.60</u>	<u>981.23</u>
2102 · Medicare and SS Payable	<u>4,169.43</u>	<u>1,596.55</u>	<u>2,572.88</u>
2103 · Michigan W/H Payable	<u>2,749.07</u>	<u>3,340.38</u>	<u>(591.31)</u>
2104 · Suta Tax Payable	<u>(949.69)</u>	<u>(129.64)</u>	<u>(820.05)</u>
2108 · AFLAC pre-tax	<u>0.00</u>	<u>(59.43)</u>	<u>59.43</u>
2111 · Simple Plan Payable	<u>0.00</u>	<u>(6.00)</u>	<u>6.00</u>
2100 · FUTA - Other	<u>7,603.19</u>	<u>7,978.23</u>	<u>(375.04)</u>
Total 2100 · FUTA	<u>15,116.83</u>	<u>13,283.69</u>	<u>1,833.14</u>
2550 · Sales Tax Payable	<u>1,385.65</u>	<u>1,697.98</u>	<u>(312.33)</u>
Total Other Current Liabilities	<u>26,695.33</u>	<u>23,187.98</u>	<u>3,507.35</u>
Total Current Liabilities	<u>46,683.54</u>	<u>23,698.42</u>	<u>22,985.12</u>
Total Liabilities	<u>46,683.54</u>	<u>23,698.42</u>	<u>22,985.12</u>
Equity			
3001 · Beg Net Assets Temp Restricted	<u>1,230,388.00</u>	<u>1,230,388.00</u>	<u>0.00</u>
3002 · Beg net Assets Perm Restricted	<u>294,517.00</u>	<u>294,517.00</u>	<u>0.00</u>
3040 · Beg net Assets Unrestricted	<u>95,970.45</u>	<u>95,970.45</u>	<u>0.00</u>
3900 · Retained Earnings	<u>3,655,682.67</u>	<u>3,828,980.32</u>	<u>(173,297.65)</u>
Net Income	<u>(191,988.79)</u>	<u>(195,818.67)</u>	<u>3,829.88</u>
Total Equity	<u>5,084,569.33</u>	<u>5,254,037.10</u>	<u>(169,467.77)</u>
TOTAL LIABILITIES & EQUITY	<u>5,131,252.87</u>	<u>5,277,735.52</u>	<u>(146,482.65)</u>

Upper Peninsula Animal Welfare Shelter
YTD Budget to Actual
November 2023

	<u>Nov 23</u>	<u>Budget</u>	<u>Jan - Nov 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000 · SHELTER REVENUE					
4005 · Pet Adoptions	8,417.50	8,333.33	68,986.50	91,666.66	100,000.00
4010 · Redeemed Animals	160.00	333.33	4,128.00	3,666.66	4,000.00
4012 · Boarding Fee	50.00	166.66	5,067.82	1,833.32	2,000.00
4015 · Vet/Optional Care	140.00	166.66	1,176.06	1,833.32	2,000.00
4017 · Dog Park	104.57	333.33	2,319.53	3,666.66	4,000.00
4018 · Rentals Revenue	254.98	208.33	689.89	2,291.66	2,500.00
4020 · Government Contracted Services	14,117.10	4,166.66	70,911.82	45,833.32	50,000.00
4030 · Dog License Revenue	0.00	33.33	386.00	366.66	400.00
4031 · Microchipping	125.00	166.66	1,060.00	1,833.32	2,000.00
4032 · Nail Clipping / Grooming	285.00	250.00	3,806.90	2,750.00	3,000.00
4033 · Community Spay/Neuter Revenue	60.00	416.66	3,220.50	4,583.32	5,000.00
4050 · Miscellaneous Services	30.00	50.00	280.00	550.00	600.00
4060 · Cremation Services Revenue	163.00	125.00	2,046.00	1,375.00	1,500.00
Total 4000 · SHELTER REVENUE	23,907.15	14,749.95	164,079.02	162,249.90	177,000.00
4100 · DIRECT PUBLIC SUPPORT					
4006 · Pet Care Sponsorship	4,796.04	1,000.00	10,943.33	11,000.00	12,000.00
4008 · Pet Promotion Sponsorship	280.00	41.66	1,505.00	458.32	500.00
4109 · Pink Lady	25.00	166.66	655.00	1,833.32	2,000.00
4110 · Donations	34,139.03	20,000.00	206,912.64	220,000.00	260,000.00
4119 · Stock Dontations	0.00		524.97		
4120 · Special Gifts	802.00	1,500.00	3,280.72	16,500.00	18,000.00
4123 · Memorial Bricks/Tiles	0.00	250.00	500.00	2,750.00	3,000.00
4125 · Donated Svs/Material In Kind	0.00	2,083.33	12,548.39	22,916.66	25,000.00
4132 · Deb's Dog Revenue	0.00		400.00		
4135 · Bequests	0.00	6,250.00	50,000.00	68,750.00	75,000.00
4188 · Naming Opportunities	0.00	2,500.00	0.00	27,500.00	30,000.00
Total 4100 · DIRECT PUBLIC SUPPORT	40,042.07	33,791.65	287,270.05	371,708.30	425,500.00
4156 · GRANT REVENUE					
4157 · General Grants	0.00	1,250.00	577.00	13,750.00	15,000.00
Total 4156 · GRANT REVENUE	0.00	1,250.00	577.00	13,750.00	15,000.00
4200 · FUNDRAISING REVENUE					
4128 · Misc/3rd Party Fundraisers	0.00	0.00	7,137.08	1,400.00	1,400.00
4140 · Canisters	419.02	750.00	7,608.80	8,250.00	9,000.00
4143 · Tadychs Receipts	3,420.93	0.00	6,655.46	7,200.00	7,200.00
4144 · Cause for Paws	868.00	0.00	3,344.00	23,600.00	23,600.00
4147 · Strut Your Mutt	100.00	0.00	10,622.12	16,200.00	16,200.00
4151 · Raise The Woof	0.00	0.00	6,137.65	6,350.00	6,350.00
4170 · TUFT Golf Outing	0.00	0.00	27,364.49	26,100.00	26,100.00
4183 · Rescue Raffle	0.00	0.00	5,116.42	7,700.00	7,700.00
4197 · Calendar	190.00	1,500.00	14,821.58	21,690.00	23,190.00
Total 4200 · FUNDRAISING REVENUE	4,997.95	2,250.00	88,807.60	118,490.00	120,740.00
4500 · OTHER Revenue					
4205 · Resale Items Revenue	4,123.42	17,000.00	27,348.08	48,000.00	65,000.00
4215 · Interest Revenue	3,560.65	2,500.00	34,321.23	26,000.00	28,500.00

4220 · Miscellaneous Revenue	481.11	66.66	4,716.66	733.32	800.00
4221 · Endowment Fund Earnings	0.00	0.00	4,967.36	4,000.00	4,000.00
4223 · MCCC B.Reider Fund Distribution	0.00	0.00	22,038.90	19,000.00	19,000.00
4227 · Distribution from Dixon Estate	0.00	0.00	5,856.99	7,200.00	32,000.00
4290 · Retail Discounts	0.00		(114.00)		
4500 · OTHER Revenue - Other	0.00		6.00		
Total 4500 · OTHER Revenue	8,165.18	19,566.66	99,141.22	104,933.32	149,300.00
46000 · Merchandise Sales	0.00		0.00		
Total Income	77,112.35	71,608.26	639,874.89	771,131.52	887,540.00
Gross Profit	77,112.35	71,608.26	639,874.89	771,131.52	887,540.00
Expense					
5000 · Employee Expense					
5129 · Employee Uniforms	0.00	83.33	144.00	916.66	1,000.00
5200 · Payroll Expenses	119.49	16.66	457.31	183.32	200.00
5201 · Wages & Salaries	46,510.53	33,386.62	343,872.23	383,946.10	434,026.00
5202 · Overtime	1,945.11	833.33	10,038.39	9,166.66	10,000.00
5203 · Bonuses	0.00	14,000.00	4,199.43	14,000.00	14,000.00
5225 · Simple Plan Employer	306.87	225.00	2,510.17	2,475.00	2,700.00
5230 · Michigan Unemployment Payable	3.55	51.66	1,691.00	568.32	620.00
5235 · Employer Social Security	3,004.26	2,294.13	22,203.75	25,235.47	27,529.61
5240 · Employer Medicare	702.59	536.53	5,192.82	5,901.84	6,438.38
5245 · Worker's Compensation	235.00	222.91	4,060.00	2,452.07	2,675.00
5246 · Employee Relations	133.76	416.66	464.12	4,583.32	5,000.00
5247 · QSEHRA	0.00		0.00		
5248 · Health Ben / Dental / Vision	275.90	750.00	3,520.67	8,250.00	9,000.00
Total 5000 · Employee Expense	53,237.06	52,816.83	398,353.89	457,678.76	513,188.99
5500 · OPERATING EXPENSE					
5009 · Phone/Network Access	626.72	400.00	3,857.58	4,400.00	4,800.00
5011 · Merchant Service Fees	357.12	666.66	3,870.05	7,333.32	8,000.00
5012 · Bank Service Charges	0.00	12.50	0.00	137.50	150.00
5050 · Utilities	2,171.89	3,166.66	31,548.33	34,833.32	38,000.00
5100 · Cleaning Supplies	30.10	375.00	3,863.99	4,125.00	4,500.00
5102 · Animal Supplies/Equipment	134.17	541.66	4,937.41	5,958.32	6,500.00
5105 · Repairs/Maintenance	1,648.07	1,083.33	12,872.82	11,916.66	13,000.00
5106 · Garbage/Snow Removal	233.97	508.33	7,006.75	5,591.66	6,100.00
5115 · Office Supplies/Postage	1,007.29	416.66	5,813.85	4,583.32	5,000.00
5117 · Community Spay/Neuter Expense	859.00	583.33	7,006.94	6,416.66	7,000.00
5119 · Small Equipment	0.00	250.00	1,505.79	2,750.00	3,000.00
5120 · Building/Auto Insurance	757.68	818.18	35,199.76	34,181.81	35,000.00
5125 · Food	341.90	833.33	10,828.19	9,166.66	10,000.00
5127 · Microchips	0.00	0.00	3,325.00	0.00	0.00
5130 · Medical Supplies-Vaccines	1,000.49	1,380.83	11,747.03	15,189.16	16,570.00
5135 · Vet Care	11,633.39	4,166.66	39,559.43	45,833.32	50,000.00
5140 · Spay & Neuter Expense	5,958.50	2,083.33	32,335.82	22,916.66	25,000.00
5145 · Vehicle	218.10	125.00	1,569.40	1,375.00	1,500.00
5146 · Dog License Expense	0.00	37.50	250.00	412.50	450.00
5150 · Mileage	353.19	150.00	851.79	1,650.00	1,800.00
5160 · Depreciation	11,703.05		128,733.55		
5165 · Cash over/short	100.43	8.33	306.47	91.66	100.00
5530 · Cremation Services Expense	644.80	125.00	3,679.80	1,375.00	1,500.00
6138 · Pink Lady Expense	65.00	166.66	1,733.75	1,833.32	2,000.00

6524 · Dog Park	0.00		0.00		
6539 · Computer Software	125.17	583.33	4,908.16	6,416.66	7,000.00
6565 · IT Consulting	0.00	125.00	1,263.00	1,375.00	1,500.00
Total 5500 · OPERATING EXPENSE	39,970.03	18,607.28	358,574.66	229,862.51	248,470.00
5550 · GRANT EXPENSE					
5551 · General Grants	0.00	83.33	500.65	916.66	1,000.00
Total 5550 · GRANT EXPENSE	0.00	83.33	500.65	916.66	1,000.00
5600 · FUNDRAISING EXPENSE					
5280 · Live Trap Fundrasier Expense	0.00		1,806.00		
6307 · Calendar Expense	3,534.52	400.00	4,938.44	3,850.00	3,905.00
6311 · Cause for Paws Expense	11.30	0.00	1,252.55	7,080.00	7,080.00
6315 · Misc/3rd Party Fund Expense	0.00	8.33	186.24	91.66	100.00
6317 · Raise The Woof Expense	0.00	0.00	1,482.45	2,100.00	2,100.00
6322 · Rescue Raffle Expense	0.00	0.00	1,519.00	2,280.00	2,280.00
6324 · Miscellaneous Expenses	0.00	16.66	204.97	183.32	200.00
6330 · TUFT Golf Outing Expense	0.00	0.00	9,110.86	7,233.00	7,233.00
6550 · Strut Your Mutt Expense	26.23	0.00	3,819.84	2,350.00	2,350.00
6551 · Canisters Expense	0.00	0.00	0.00	0.00	0.00
Total 5600 · FUNDRAISING EXPENSE	3,572.05	424.99	24,320.35	25,167.98	25,248.00
6000 · OTHER EXPENSE					
5142 · Volunteer Program	0.00	100.00	922.52	1,100.00	1,200.00
6313 · Direct Solicitations	0.00	0.00	(456.43)	10,800.00	10,800.00
6503 · Community Outreach	55.00	166.66	1,918.04	1,833.32	2,000.00
6504 · Memorial Bricks/Tiles	0.00	166.66	0.00	1,833.32	2,000.00
6505 · Professional Fees	14,997.49	833.33	19,700.16	9,166.66	10,000.00
6510 · Publications	14,665.62	5,000.00	14,712.27	10,000.00	10,000.00
6511 · Pet Promotion Expense	0.00	150.00	1,782.48	1,650.00	1,800.00
6515 · Promotions & Advertising	100.53	83.33	1,007.13	916.66	1,000.00
6525 · Resale Items Expense	4,265.79	9,000.00	29,682.19	28,800.00	30,000.00
6530 · Conferences / Training	846.96	333.33	1,716.76	3,666.66	4,000.00
6532 · Donor Development	0.00	83.33	339.96	916.66	1,000.00
6533 · Strategic Planning	0.00	100.00	0.00	1,100.00	1,200.00
6535 · Licenses, Dues, Permits & Fees	410.97	100.00	3,987.94	1,100.00	1,200.00
6540 · Miscellaneous Expense	315.85	166.66	6,247.14	1,833.32	2,000.00
6561 · Investment Expense	305.29	1,703.33	13,602.02	18,736.66	20,440.00
6688 · Naming Opportunity Expense	0.00	50.00	0.00	550.00	600.00
Total 6000 · OTHER EXPENSE	35,963.50	18,036.63	95,162.18	94,003.26	99,240.00
Total Expense	132,742.64	89,969.06	876,911.73	807,629.17	887,146.99
Net Ordinary Income	(55,630.29)	(18,360.80)	(237,036.84)	(36,497.65)	393.01
Other Income/Expense					
Other Income					
4300 · Unrealized Gain/Loss	20,322.17		27,152.79		
4310 · Realized Loss/Gain LT Invstmnt	0.00		1,679.37		
4400 · RESTRICTED REVENUE					
7300 · New Shelter					
6519 · Capital/Bldg Improvements Exp	0.00		0.00		
Total 7300 · New Shelter	0.00		0.00		
7400 · SALLY'S FUND					
4218 · Sally's Fund Revenue	650.00		18,256.98		
6518 · Sally's Fund Expense	(528.05)		(2,041.05)		
Total 7400 · SALLY'S FUND	121.95		16,215.93		

Total 4400 · RESTRICTED REVENUE	<u>121.95</u>		<u>16,215.93</u>		
Total Other Income	20,444.12		45,048.09		
Other Expense					
6200 · Interest Expense	<u>0.00</u>		<u>0.04</u>		
Total Other Expense	<u>0.00</u>		<u>0.04</u>		
Net Other Income	<u>20,444.12</u>		<u>45,048.05</u>		
Net Income	<u>(35,186.17)</u>	<u>(18,360.80)</u>	<u>(191,988.79)</u>	<u>(36,497.65)</u>	<u>393.01</u>

Upper Peninsula Animal Welfare Shelter

Days Cash On Hand as of November 2023

	Cash Less Restricted Funds*	Annual Expense	Daily Expense	Days Cash on Hand	
2023	\$613,830.09	\$887,146.99	\$2,430.54	253	(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
September 2023 \$100,000 moved to new CDs

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

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

	<u>Dec 31, 23</u>	<u>Dec 31, 22</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
1010 · Nicolet Checking	105,893.66	235,886.90	(129,993.24)
1012 · Nicolet Sally's Fund Savings	0.00	45,944.58	(45,944.58)
1018 · Nicolet Money Mrkt Savings 5336	0.00	716,689.05	(716,689.05)
1030 · First Bank Money Market	479,403.41	0.00	479,403.41
1031 · Sallys Fund Money Market	28,815.78	0.00	28,815.78
1070 · PayPal account	629.78	62.27	567.51
1071 · Square Account	0.00	617.99	(617.99)
1090 · Cash in Drawer	333.78	333.78	0.00
Total Checking/Savings	<u>615,076.41</u>	<u>999,534.57</u>	<u>(384,458.16)</u>
Accounts Receivable			
1200 · *Accounts Receivable	26,008.58	3,242.00	22,766.58
1524 · Capital Campaign Pledges	20,650.00	9,440.00	11,210.00
Total Accounts Receivable	<u>46,658.58</u>	<u>12,682.00</u>	<u>33,976.58</u>
Other Current Assets			
1080 · Petty Cash	400.00	400.00	0.00
1350 · Fundraising Change Fund	300.00	0.00	300.00
1499 · Undeposited Funds	0.00	75.00	(75.00)
1540 · Allowance for Uncol Promises	(16,686.50)	(894.00)	(15,792.50)
1550 · Discount-CC Pledges Receivable	(1,591.50)	(1,534.00)	(57.50)
Total Other Current Assets	<u>(17,578.00)</u>	<u>(1,953.00)</u>	<u>(15,625.00)</u>
Total Current Assets	<u>644,156.99</u>	<u>1,010,263.57</u>	<u>(366,106.58)</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	20,617.85	0.00
1645 · Office & Kennel Equipment	11,787.61	5,615.86	6,171.75
1650 · New Shelter-Furniture & Equip	94,464.04	94,464.04	0.00
1670 · Accumulated Depreciation	(661,355.68)	(520,919.08)	(140,436.60)
Total Fixed Assets	<u>3,151,464.37</u>	<u>3,276,229.22</u>	<u>(124,764.85)</u>
Other Assets			
1074 · WF Endowment Fund Investments	372,450.89	332,265.59	40,185.30
1078 · First Bank CD	300,959.50	0.00	300,959.50
1079 · Sallys Fund CD	28,013.86	0.00	28,013.86
1700 · Beneficial Interest in MCCF	107,677.38	107,677.38	0.00
1702 · Beneficial Interest-Dixon F B	610,707.65	593,809.47	16,898.18

Total Other Assets	<u>1,419,809.28</u>	<u>1,033,752.44</u>	<u>386,056.84</u>
TOTAL ASSETS	<u>5,215,430.64</u>	<u>5,320,245.23</u>	<u>(104,814.59)</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
2001 · *Accounts Payable	<u>10,320.86</u>	<u>15,923.36</u>	<u>(5,602.50)</u>
Total Accounts Payable	<u>10,320.86</u>	<u>15,923.36</u>	<u>(5,602.50)</u>
Credit Cards			
2005 · Nicolet Bank Cards	<u>2,874.36</u>	<u>0.00</u>	<u>2,874.36</u>
Total Credit Cards	<u>2,874.36</u>	<u>0.00</u>	<u>2,874.36</u>
Other Current Liabilities			
2025 · Accrued Benefits	18,551.57	10,192.85	8,358.72
2100 · FUTA			
2101 · Federal Tax W/H Payable	851.23	563.60	287.63
2102 · Medicare and SS Payable	2,259.86	1,596.55	663.31
2103 · Michigan W/H Payable	2,431.90	5,189.18	(2,757.28)
2104 · Suta Tax Payable	351.00	(124.28)	475.28
2100 · FUTA - Other	<u>0.00</u>	<u>7,469.63</u>	<u>(7,469.63)</u>
Total 2100 · FUTA	<u>5,893.99</u>	<u>14,694.68</u>	<u>(8,800.69)</u>
2550 · Sales Tax Payable	<u>622.98</u>	<u>2,876.22</u>	<u>(2,253.24)</u>
Total Other Current Liabilities	<u>25,068.54</u>	<u>27,763.75</u>	<u>(2,695.21)</u>
Total Current Liabilities	<u>38,263.76</u>	<u>43,687.11</u>	<u>(5,423.35)</u>
Total Liabilities	<u>38,263.76</u>	<u>43,687.11</u>	<u>(5,423.35)</u>
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	3,655,682.67	3,828,980.32	(173,297.65)
Net Income	<u>(99,391.24)</u>	<u>(173,297.65)</u>	<u>73,906.41</u>
Total Equity	<u>5,177,166.88</u>	<u>5,276,558.12</u>	<u>(99,391.24)</u>
TOTAL LIABILITIES & EQUITY	<u>5,215,430.64</u>	<u>5,320,245.23</u>	<u>(104,814.59)</u>

Upper Peninsula Animal Welfare Shelter
YTD Budget to Actual
December 2023

	<u>Dec 23</u>	<u>Budget</u>	<u>Jan - Dec 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000 · SHELTER REVENUE					
4005 · Pet Adoptions	5,023.84	8,333.34	74,010.34	100,000.00	100,000.00
4010 · Redeemed Animals	225.00	333.34	4,353.00	4,000.00	4,000.00
4012 · Boarding Fee	100.00	166.68	5,167.82	2,000.00	2,000.00
4015 · Vet/Optional Care	120.10	166.68	1,296.16	2,000.00	2,000.00
4017 · Dog Park	260.00	333.34	2,579.53	4,000.00	4,000.00
4018 · Rentals Revenue	0.00	208.34	689.89	2,500.00	2,500.00
4020 · Government Contracted Services	0.00	4,166.68	70,911.82	50,000.00	50,000.00
4030 · Dog License Revenue	0.00	33.34	386.00	400.00	400.00
4031 · Microchipping	90.00	166.68	1,150.00	2,000.00	2,000.00
4032 · Nail Clipping / Grooming	345.00	250.00	4,151.90	3,000.00	3,000.00
4033 · Community Spay/Neuter Revenue	180.00	416.68	3,400.50	5,000.00	5,000.00
4050 · Miscellaneous Services	0.00	50.00	280.00	600.00	600.00
4060 · Cremation Services Revenue	0.00	125.00	2,046.00	1,500.00	1,500.00
Total 4000 · SHELTER REVENUE	6,343.94	14,750.10	170,422.96	177,000.00	177,000.00
4100 · DIRECT PUBLIC SUPPORT					
4006 · Pet Care Sponsorship	4,508.96	1,000.00	15,452.29	12,000.00	12,000.00
4008 · Pet Promotion Sponsorship	0.00	41.68	1,505.00	500.00	500.00
4109 · Pink Lady	25.00	166.68	680.00	2,000.00	2,000.00
4110 · Donations	80,567.21	40,000.00	287,479.85	260,000.00	260,000.00
4119 · Stock Donations	0.00		524.97		
4120 · Special Gifts	0.00	1,500.00	3,280.72	18,000.00	18,000.00
4123 · Memorial Bricks/Tiles	0.00	250.00	500.00	3,000.00	3,000.00
4125 · Donated Svs/Material In Kind	5,126.00	2,083.34	17,674.39	25,000.00	25,000.00
4132 · Deb's Dog Revenue	0.00		400.00		
4135 · Bequests	0.00	6,250.00	50,000.00	75,000.00	75,000.00
4188 · Naming Opportunities	0.00	2,500.00	0.00	30,000.00	30,000.00
Total 4100 · DIRECT PUBLIC SUPPORT	90,227.17	53,791.70	377,497.22	425,500.00	425,500.00
4156 · GRANT REVENUE					
4157 · General Grants	308.00	1,250.00	885.00	15,000.00	15,000.00
Total 4156 · GRANT REVENUE	308.00	1,250.00	885.00	15,000.00	15,000.00
4200 · FUNDRAISING REVENUE					
4128 · Misc/3rd Party Fundraisers	0.00	0.00	7,137.08	1,400.00	1,400.00
4140 · Canisters	630.14	750.00	8,238.94	9,000.00	9,000.00
4143 · Tadychs Receipts	0.00	0.00	6,655.46	7,200.00	7,200.00
4144 · Cause for Paws	0.00	0.00	3,344.00	23,600.00	23,600.00
4147 · Strut Your Mutt	0.00	0.00	10,622.12	16,200.00	16,200.00
4151 · Raise The Woof	0.00	0.00	6,137.65	6,350.00	6,350.00
4170 · TUFT Golf Outing	0.00	0.00	27,364.49	26,100.00	26,100.00
4183 · Rescue Raffle	675.00	0.00	5,791.42	7,700.00	7,700.00
4197 · Calendar	1,070.43	1,500.00	15,892.01	23,190.00	23,190.00
Total 4200 · FUNDRAISING REVENUE	2,375.57	2,250.00	91,183.17	120,740.00	120,740.00
4500 · OTHER Revenue					
4205 · Resale Items Revenue	11,326.88	17,000.00	38,674.96	65,000.00	65,000.00
4215 · Interest Revenue	8,899.21	2,500.00	43,220.44	28,500.00	28,500.00

4220 · Miscellaneous Revenue	3,720.54	66.68	8,437.20	800.00	800.00
4221 · Endowment Fund Earnings	0.00	0.00	4,967.36	4,000.00	4,000.00
4223 · MCCF B.Reider Fund Distribution	0.00	0.00	22,038.90	19,000.00	19,000.00
4227 · Distribution from Dixon Estate	24,408.00	24,800.00	30,264.99	32,000.00	32,000.00
4290 · Retail Discounts	6.00		(108.00)		
4500 · OTHER Revenue - Other	0.00		6.00		
Total 4500 · OTHER Revenue	48,360.63	44,366.68	147,501.85	149,300.00	149,300.00
46000 · Merchandise Sales	0.00		0.00		
Total Income	147,615.31	116,408.48	787,490.20	887,540.00	887,540.00
Gross Profit	147,615.31	116,408.48	787,490.20	887,540.00	887,540.00
Expense					
5000 · Employee Expense					
5129 · Employee Uniforms	0.00	83.34	144.00	1,000.00	1,000.00
5200 · Payroll Expenses	(9,902.63)	16.68	(9,445.32)	200.00	200.00
5201 · Wages & Salaries	29,745.43	50,079.90	373,617.66	434,026.00	434,026.00
5202 · Overtime	533.27	833.34	10,571.66	10,000.00	10,000.00
5203 · Bonuses	7,200.00	0.00	11,399.43	14,000.00	14,000.00
5204 · Accrued Payroll Expense	8,358.72		8,358.72		
5225 · Simple Plan Employer	230.94	225.00	2,741.11	2,700.00	2,700.00
5230 · Michigan Unemployment Payable	344.17	51.68	2,035.17	620.00	620.00
5235 · Employer Social Security	2,323.68	2,294.14	24,527.43	27,529.61	27,529.61
5240 · Employer Medicare	543.43	536.54	5,736.25	6,438.38	6,438.38
5245 · Worker's Compensation	430.00	222.93	4,490.00	2,675.00	2,675.00
5246 · Employee Relations	0.00	416.68	464.12	5,000.00	5,000.00
5247 · QSEHRA	0.00		0.00		
5248 · Health Ben / Dental / Vision	275.90	750.00	3,796.57	9,000.00	9,000.00
Total 5000 · Employee Expense	40,082.91	55,510.23	438,436.80	513,188.99	513,188.99
5500 · OPERATING EXPENSE					
5009 · Phone/Network Access	365.93	400.00	4,223.51	4,800.00	4,800.00
5011 · Merchant Service Fees	1,299.21	666.68	5,169.26	8,000.00	8,000.00
5012 · Bank Service Charges	0.00	12.50	0.00	150.00	150.00
5050 · Utilities	4,131.79	3,166.68	35,680.12	38,000.00	38,000.00
5100 · Cleaning Supplies	2,377.10	375.00	6,241.09	4,500.00	4,500.00
5102 · Animal Supplies/Equipment	1,110.95	541.68	6,048.36	6,500.00	6,500.00
5105 · Repairs/Maintenance	674.27	1,083.34	13,547.09	13,000.00	13,000.00
5106 · Garbage/Snow Removal	980.26	508.34	7,987.01	6,100.00	6,100.00
5115 · Office Supplies/Postage	409.18	416.68	6,223.03	5,000.00	5,000.00
5117 · Community Spay/Neuter Expense	0.00	583.34	7,006.94	7,000.00	7,000.00
5119 · Small Equipment	0.00	250.00	1,505.79	3,000.00	3,000.00
5120 · Building/Auto Insurance	0.00	818.19	35,199.76	35,000.00	35,000.00
5125 · Food	2,011.69	833.34	12,839.88	10,000.00	10,000.00
5127 · Microchips	0.00	0.00	3,325.00	0.00	0.00
5130 · Medical Supplies-Vaccines	2,058.25	1,380.84	13,805.28	16,570.00	16,570.00
5135 · Vet Care	259.98	4,166.68	39,819.41	50,000.00	50,000.00
5140 · Spay & Neuter Expense	142.00	2,083.34	32,477.82	25,000.00	25,000.00
5145 · Vehicle	329.51	125.00	1,898.91	1,500.00	1,500.00
5146 · Dog License Expense	0.00	37.50	250.00	450.00	450.00
5150 · Mileage	98.44	150.00	950.23	1,800.00	1,800.00
5160 · Depreciation	11,703.05		140,436.60		
5165 · Cash over/short	195.49	8.34	501.96	100.00	100.00
5530 · Cremation Services Expense	0.00	125.00	3,679.80	1,500.00	1,500.00

6138 · Pink Lady Expense	0.00	166.68	1,733.75	2,000.00	2,000.00
6524 · Dog Park	0.00		0.00		
6539 · Computer Software	120.00	583.34	5,028.16	7,000.00	7,000.00
6565 · IT Consulting	0.00	125.00	1,263.00	1,500.00	1,500.00
Total 5500 · OPERATING EXPENSE	28,267.10	18,607.49	386,841.76	248,470.00	248,470.00
5550 · GRANT EXPENSE					
5551 · General Grants	0.00	83.34	500.65	1,000.00	1,000.00
Total 5550 · GRANT EXPENSE	0.00	83.34	500.65	1,000.00	1,000.00
5600 · FUNDRAISING EXPENSE					
5280 · Live Trap Fundrasier Expense	0.00		1,806.00		
6307 · Calendar Expense	60.41	55.00	4,998.85	3,905.00	3,905.00
6311 · Cause for Paws Expense	0.00	0.00	1,252.55	7,080.00	7,080.00
6315 · Misc/3rd Party Fund Expense	0.00	8.34	186.24	100.00	100.00
6317 · Raise The Woof Expense	0.00	0.00	1,482.45	2,100.00	2,100.00
6322 · Rescue Raffle Expense	0.00	0.00	1,519.00	2,280.00	2,280.00
6324 · Miscellaneous Expenses	78.15	16.68	283.12	200.00	200.00
6330 · TUFT Golf Outing Expense	0.00	0.00	9,110.86	7,233.00	7,233.00
6550 · Strut Your Mutt Expense	109.90	0.00	3,929.74	2,350.00	2,350.00
6551 · Canisters Expense	0.00	0.00	0.00	0.00	0.00
Total 5600 · FUNDRAISING EXPENSE	248.46	80.02	24,568.81	25,248.00	25,248.00
6000 · OTHER EXPENSE					
5142 · Volunteer Program	32.00	100.00	954.52	1,200.00	1,200.00
6313 · Direct Solicitations	0.00	0.00	(456.43)	10,800.00	10,800.00
6503 · Community Outreach	44.99	166.68	1,963.03	2,000.00	2,000.00
6504 · Memorial Bricks/Tiles	0.00	166.68	0.00	2,000.00	2,000.00
6505 · Professional Fees	1,686.25	833.34	21,386.41	10,000.00	10,000.00
6510 · Publications	5,365.51	0.00	20,077.78	10,000.00	10,000.00
6511 · Pet Promotion Expense	205.75	150.00	1,988.23	1,800.00	1,800.00
6515 · Promotions & Advertising	100.00	83.34	1,107.13	1,000.00	1,000.00
6525 · Resale Items Expense	1,622.28	1,200.00	31,304.47	30,000.00	30,000.00
6530 · Conferences / Training	0.00	333.34	1,716.76	4,000.00	4,000.00
6532 · Donor Development	279.96	83.34	619.92	1,000.00	1,000.00
6533 · Strategic Planning	0.00	100.00	0.00	1,200.00	1,200.00
6535 · Licenses, Dues, Permits & Fees	0.00	100.00	3,987.94	1,200.00	1,200.00
6540 · Miscellaneous Expense	403.93	166.68	6,651.07	2,000.00	2,000.00
6561 · Investment Expense	1,815.45	1,703.34	15,417.47	20,440.00	20,440.00
6688 · Naming Opportunity Expense	0.00	50.00	0.00	600.00	600.00
Total 6000 · OTHER EXPENSE	11,556.12	5,236.74	106,718.30	99,240.00	99,240.00
Total Expense	80,154.59	79,517.82	957,066.32	887,146.99	887,146.99
Net Ordinary Income	67,460.72	36,890.66	(169,576.12)	393.01	393.01
Other Income/Expense					
Other Income					
4226 · Change in Value-Dixon Trust	(28,191.60)		(28,191.60)		
4300 · Unrealized Gain/Loss	52,578.43		79,731.22		
4310 · Realized Loss/Gain LT Invstmnt	0.00		1,679.37		
4400 · RESTRICTED REVENUE					
7300 · New Shelter					
6519 · Capital/Bldg Improvements Exp	500.00		500.00		
Total 7300 · New Shelter	500.00		500.00		
7400 · SALLY'S FUND					
4218 · Sally's Fund Revenue	250.00		18,506.98		

6518 · Sally's Fund Expense	<u>0.00</u>		<u>(2,041.05)</u>		
Total 7400 · SALLY'S FUND	<u>250.00</u>		<u>16,465.93</u>		
Total 4400 · RESTRICTED REVENUE	<u>750.00</u>		<u>16,965.93</u>		
Total Other Income	25,136.83		70,184.92		
Other Expense					
6200 · Interest Expense	<u>0.00</u>		<u>0.04</u>		
Total Other Expense	<u>0.00</u>		<u>0.04</u>		
Net Other Income	<u>25,136.83</u>		<u>70,184.88</u>		
Net Income	<u>92,597.55</u>	<u>36,890.66</u>	<u>(99,391.24)</u>	<u>393.01</u>	<u>393.01</u>

Upper Peninsula Animal Welfare Shelter

Days Cash On Hand as of December 2023

	Cash Less Restricted Funds*	Annual Expense	Daily Expense	Days Cash on Hand	
2023	\$612,669.21	\$887,146.99	\$2,430.54	252	(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
September 2023 \$100,000 moved to new CDs

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

January Shelter Update

- All of the potential humane cases are now resolved on our end. 6 of the dogs were transferred out in which we received 5 dogs and 15 cats. Another 3 dogs were transferred out at the beginning of the month, in which we received 3 in return. All super sweet, friendly dogs
- There are some issues with the street lights coming on when needed so Colin has reached out to JR Electric to resolve the issue
- "Spay Day" is fast approaching! We are now accepting applications and setting up appointments
- Update on Chase- he is officially ready for adoption! He will need another surgery in 4 months to remove the plate, but other than that, he is good to go!
- The holiday store was a huge success this year. Net sales from November 1st to December 31st are \$15,150.00. Way to go Ann!
- We had 3 big cat surgery days this month: January 9th, January 16th and January 18th. We teamed up with a new vet down by Manistique for 2 of those days, with another day scheduled in February.
- The staff holiday party was held on January 21st at the Up North Lodge. 8 staff went on sleigh rides and 14 joined in for dinner after. We may be a bit frozen from the sleigh ride, but good times had by all!

December 2023	DOGS		CATS		OTHER	TOTAL	
In Shelter	0		0		0	0	
In Foster	0	in true foster	0	in true foster	0	0	
TOTAL Beginning Count	0		0		0	0	
INTAKE	DOGS	PUPS <5 mos.	CATS	KITS <5 mos.	OTHER	TOTAL	YTD
Owner Surrender	16	1	16	5	33	71	631
Returned Adoption	1	0	1	0	0	2	32
Stray (from Police, Public and Shelter Pickup)	7	0	15	4	0	26	397
Born in Care	0	0	0	0	0	0	54
Transferred from Other Shelters	2	0	0	0	0	2	129
Special Hold/Service In	0	0	0	0	0	0	3
Seized/Custody (Cruelty & Neglect)	0	0	0	0	0	0	52
Total Intakes	26	1	32	9	33	101	1298

OUTCOMES

Adoptions (shelter, foster home or special event)	13	0	29	1	35	78	961
Total Adoptions YTD	241	19	416	92	193	961	
Returned to Owner	10	6	6	0	4	26	241
Transferred to Rescue Groups/Shelters	2	0	1	0	3	6	31
Total Live Outcomes	25	6	36	1	42	110	1135

EUTHANIZED/DEATHS/MISSING/STOLEN

Dangerous	0	0	0	0	0	0	1
Dying	0	0	0	0	0	0	11
Animal's Name and Reason							
TOTAL ANIMALS EUTHANIZED	0	0	0	0	0	0	12

Died at shelter/foster home - Unknown	0	0	0	0	0	0	16
Missing/Stolen/Escaped	0	0	0	0	0	0	1
Animal's Name and Reason							
Total Euth/Died/Other Outcomes	0	0	0	0	0	0	30

In Shelter	0		0		0	0	
In Foster	0	in true foster	0	in true foster	0	0	
TOTAL Ending Count (per formula)	-4		4		-9	-9	
TOTAL Ending Count (per report)	0		0		0	0	
SAVE RATE (Intake- Euthanasia Outcome)/Intake						100.0%	99.1%
ASPCA Live Release Rate (Live Outcomes/ Intake)						108.9%	87.4%

OTHER INFO

	Dogs	Cats
Avg. Length of Stay	48.9	55.1
Monthly Return Rate (returns/adoptions)	8%	3%

Dec 2023 - CLINIC SERVICES	DOGS	CATS	OTHER	TOTAL	YTD
Owner Requested Euthanasia	0	0	0	0	2
Bite Hold (for Owner)	0	0	0	0	0
Spay/Day	0	0	0	0	22
Community Spay/Neuter (Spay It Forward)	0	0	0	0	8
Microchipping	4	0	0	4	41
Domestic Violence	0	0	0	0	0
Pending Investigation	0	0	0	0	0
Boarding	0	0	0	0	0
Dog Park Permits	6	0	0	6	69
Service - Home 2 Home	0	0	0	0	0
Service - Nailtrims	11	4	4	19	265
Service - Dog Licenses	0	0	0	0	14
Service - Cremation Services	0	0	0	0	12
Total	21	4	4	29	433

UPAWS Finance Committee Minutes

Meeting Date: Tuesday, January 16th, 2024 at 5:00pm

Meeting Location: Google Meet

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

Excused: Jill Compton

New Business

- **Review December 2023 Financial Reports**: Chris noted that he thought an entry might have been reversed from the 2022 AJEs as the balances of the outstanding capital campaign pledges and the allowance for uncollected promises seemed reversed. No other significant notes or discussion occurred. **It was moved by Dale and seconded by Cole to recommend that the Board of Directors approve the October 2023 financial reports. The motion passed unanimously.**
- **Sallys Fund CD Ladder**: One of the CDs in the Sallys Fund CD ladder matured in December. Cole noted that our current Money Market rate is higher than what is available through any CDs. After discussion, the committee agreed that it would be best to keep that \$7,000 in the Money Market and continue to monitor CD rates.

Old Business

- **Review November 2023 Financial Reports**: Cole suggested that the CD accounts be reflected as "Brokerage CDs" since neither account is a single CD but a set of CDs. No other significant notes or discussion occurred. **It was moved by Cole and seconded by Dale to recommend that the Board of Directors approve the October 2023 financial reports. The motion passed unanimously.**
- **2024 Budget**: Pending the receipt of the fundraising and personnel budgets. Dale asked why there is not a budget for depreciation. The committee had a discussion about whether it's important for the budget to "zero out" or if we should predict a loss. If UPAWS budgeted for its annual depreciation, we would likely not be able to produce a balanced budget. Chris will check with our CPA and audit firm if they have any guidance. Ultimately it's a board decision.
- **Financial Policy Revisions**: No further updates at this time. The committee will review before the next meeting.

The meeting adjourned at 5:51pm.

Next Meeting: Tuesday, February 20th, 2024 on Google Meet

Respectfully submitted,

Chris Danik

Treasurer / Finance Committee Chair

**FUNDRAISING COMMITTEE
MINUTES
1/15/24**

PRESENT: Lynn Andronis, Sarah Evers (virtual), Leslie Hurst, Reva Laituri, Marlene Ombrello (virtual), Karen Rhodes (virtual)

Meeting called to order at 6:04 pm.

2022 Fundraisers Updates:

- CFP19 Name a Beer After Your Pet Release Parties: One last party remains. We received \$868 from Chris and Mark Troudt for the staff beer pick party proceeds. UPDATE FROM AMBER ON 1/16/23 – The people who “won” the remaining beer party have moved out of the area. Amber has been in contact with them and would like to see some way to honor their donation for the auction item. At this point, we have no plan for this but will continue to think about it. (NOTE: We have 2 boxes of the last beer release party t-shirts at the shelter.)

2023 Fundraisers:

- 2024 Calendar: Underway.
- Rescue Raffle: The final report has been posted to the drive. Revenue was \$6,581 with expenses of \$2,219; net revenue was \$4,362.
- Sally's Ride: Final report is on drive. Revenue was \$10,644 with expenses of \$788; net revenue was \$9,856.
- Mares-z-Doats: Mares-z-Doats held this at their store and the proceeds (more than \$700) were donated to Toys For Tots along with any toys received as a donation. The event was held as a BYOC (Bring Your Own Camera). This was an idea that we floated around last September as a way to hold an event like this. Unfortunately, we did not follow through. Consensus was that we would hold this event in 2024 at the shelter as part of the Holiday Store as a BYOC.
- Canisters: Lynn will attempt to contact Laura Rotunda with Firestation (again) regarding canister placements at their locations and will update the folder on the drive. Reva reported that the canister at Poet's Pet Parlor has been missing for a few months and will be taken off the master list for 2024. Total amount raised over 2023 was \$9,212 which is a little below the amount for 2022. UPDATE: **We received \$43 in restitution from the person** that stole/broke the canister at Cedar Motor Inn earlier in 2022.

Main page of 2023 Fundraising Budget has been updated.

2024 Fundraisers:

After a discussion with Ann on **1/16/23**, this is the arrangement. Any items that are in the Fundraising Closet are available for us to use in putting together raffle buckets. They are NOT a part of our retail inventory. If, however, you want to put together a bucket of current retail items (items that are in the lobby or in boxes in the Treasurer's office), contact Ann and she will gather the items and notify the appropriate person to remove them from our inventory. The fundraiser would be charged the wholesale cost of the item(s).

Marlene also suggested that we can donate the older clothing items (like for SYM) to Thriftish for them to sell.

- Raise the Woof 2024: Scheduled for 1/19/24.
- Cause For Paws: CFP has been rescheduled for Saturday, March 16, 2024. Budget for this event has been revised to reflect an increase of ticket prices (to \$45/person). Committee meeting was held earlier this month and another meeting is scheduled for 1/22/24. We will also be using CFP for award presentations. If the committee chooses to include a “Beer

Party" auction item for CFP, Amber has offered to spearhead the item and will contact Jay/Kognisjion.

- Pet Photo 2025 Calendar: Ann has offered to chair this fundraiser and has submitted a budget.
- Rescue Raffle: We need to make a final determination if this event will be held in 2024, given the difficulty of ticket selling this year and reconciling money. If we move forward with this fundraiser, we need a Chair and budget. A decision will be made at the April meeting.
- TUFT: Scheduled for Thursday, 7/18/24. Leslie has offered to chair this event and is working on forming a committee. Karen has offered to help as much as she is able.
- SYM: No update. Chair? Chris has prepared a 2024 budget for this event. As of yet, no venue has been determined. Andi reported that the Marquette County Fairgrounds would love to have SYM at the fairgrounds during the AKC Dog Show (last weekend in August). She indicated that we would be able to use the back horse area and the registration booth or gazebo area for check in/registration. There will also be food and doggy stuff vendors there. The back entrance can be used so there's no confusion. \$200 rental charge. Other options are Heritage Trail in Negaunee and Lower Harbor in Marquette. Lynn will investigate availability.
- Sally's Ride: Budget needed; Leslie and Andi will prepare.
- Canisters: Budget submitted and posted on the drive.

Other Business:

- Tadych Marketplace Pet Tags (third party): Karen is liaison. We have all the needed supplies for this fundraiser.
- Beth Millner UPAWS necklace (third party): We have the material to promote this third party fundraiser (necklace in a shadow box, banner and business cards). We plan on using the sample necklace as an item for CFP.
- Intern for Fundraising: Personnel Committee needs to develop a job description and budget for this position. This item will be tabled until future decision.
- Platinum Partners: UPDATE for 2024. To date, Select Realty has signed up for 2024 PP. Leslie has sent letters/emails or spoke to the remaining 2023 PP for renewals (Mares-z-Doats, Iron Range Agency, Nicolet Bank). Andi has approached Eagle Mine. We also need to think about other businesses to approach if we decide that we need more than 5 PP (e.g., Meijers, Fox Motors, NMU, Fire Station, etc.).
- Calendar and Contacts List: In process of being updated with 2024 info.
- Canister Report: Updated and on drive.
- Fundraiser Business List: To be discussed. On the drive as "Fundraiser Business List 2022 DRAFT". We need to update this list.
- Fundraising Manual: We have discussed a review of this manual but, to date, there has not been time. Lynn stated that we need to continue to work on this update and all members should be prepared to discuss at the April meeting.

Meeting adjourned at 6:37 pm.

Respectfully submitted,

Lynn Andronis, Chair

Next meeting scheduled for 2/19/23, 6 pm, at shelter. A virtual option will be offered.