

## **July 16th, 2018**

**Attending:** Board members, Dayna Villa, Sandy Jones, Adam Corbett, Robin Ackerman.  
Conference line: Colena Johnson and Bobby Henon. ACCT Staff: Audra Houghton, Traci Ray, Olivia Straka. YPTC staff, Corey Blum.

The meeting was called to order by Vice Chair Sandra Jones at 6:09pm. The Vice Chair briefly went over the agenda and asked for the minutes from the June board meeting to be reviewed. A few clerical mistakes were noted. Corrections will be made, and the minutes will be recirculated for an electronic vote.

The first report was given by Corey Blum in place of Howard Kimball who is on vacation. This report was to review both the normal monthly finance reports as well as to look at the fiscal year end reports.

Surplus for fiscal year of 436k which is similar to what was forecasted. 420k is unrestricted, the rest is restricted from grants. Closed the year out with this amount. Some of the savings can be attributed to the city assuming the insurance coverage of the vehicle fleet as well as cutting down excess ordering, and the decrease in animal intake. Accounts payable are also down significantly from 231,032 to 84,586. Accrued expenses are up 110k. Those expenses have been booked to the profit and loss but are still due to the city for licensing fees collected. Grant funding was increased by 315k this year.

YPTC has started the internal audit requested by the board to tighten financial controls. Findings and recommendations should be completed within a month.

ACCT has obtained a prequalification for a line of credit as recommended by YPTC. This would be used only for when ACCT is waiting for the city contracts department to reissue the contract and funding. The board and Audra will look further into the details of the proposed loan since we likely will not need it this year to see if there are fees, interest, etc. if it will negatively affect us in the future if we open and then don't use it.

Line item budget – Howard, Audra, and Traci are working on completing a line item budget that should be done in the next couple of weeks. Additional codes are going to be made because right now there are only four code items. This will give each department manager and their supervisors a better idea of how money is spent, how it can be budgeted, and will make bookkeeping easier in general.

Corey concluded the financial presentation and left, and Audra presented the shelter report.

The biggest news was that 90% save rate (of save-able for dogs in June!!) ACCT staff is working incredibly hard on trying to maintain this rate throughout the summer months. It ended up being a great staff boost and helped recharge staff for the rest of the summer. 85% average save rate since January.

**Audra Houghton went over statistics.**

- Lifesaving is up 1% compared to last year
- 41,142 pounds of food have been distributed from ACCT's pet pantry since January
- 3,971 s/n surgeries have been performed this year, 1,091 of those were TNR. Last year 1,343 TNR surgeries were performed but this year there are three other partner clinics performing TNR with vouchers issued by ACCT. These surgeries are not included in the numbers.
- 3,584 dog licenses were issued, this is down from last year, but part-time staff is now dedicated to licensing
- There were 5,377 requests for service calls so far this year.

Community cat initiative program has begun. Members are going block to block in high density areas to talk with the community and to arrange mass trapping days. The city has also given ACCT access to ARC mapping software to help map out more specific areas of high cat density to really target efforts. This will allow ACCT staff to drill down block by block instead of only being able to view areas by zip code.

Audra, Dr. Herendeen, Joanna Otero-Cruz, and Dave Wilson met with the architects and picked finishes and are ready to place the project out to bid. Hope to break ground in November. Bobby asked to check for money coming from council totaling 150k for the adoption center shortage.

Reminder that clear the shelters is coming up a few days before the next meeting.

Meeting was adjourned at 7:51 to go into executive session.