



**SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS OF SOUTHWEST MICHIGAN
EXECUTIVE BOARD MEETING
TUESDAY, OCTOBER 20, 2009
KALAMAZOO RESA**

BOARD MEMBERS PRESENT: Jim Di Loreto, Mike Kounelis, Robin Vleugel, Diane Baker, Sara Singleton, and Pete VanVranken.

HANDOUTS: Agenda, Member Roster, First Meeting of Incoming Board, Financial Report Packet, 2009-2010 Budget Report, and Auditor Letter.

WELCOME & INTRODUCTIONS – *Jim Di Loreto*

- The meeting was called to order at 6:00 PM.
- Members introduced themselves and gave a quick overview of their background.

FINANCIAL UPDATE – *Robin Vleugel*

- Robin Vleugel, Treasurer reviewed past practices, audit recommendations, and move to new practices.
- The financial handouts were reviewed. Discussion followed clarifying information for the members.
- The suggestion was made to review medical protocol/procedures to determine if practices can be changed to better serve the organization and be fiscally responsible. Pete VanVranken volunteered to review medical costs and make recommendations how to reduce them if possible. Members supported this action though no formal action was taken.

CAPITAL AND OPERATIONAL FUND-RAISING – *Mike Kounelis*

- Woofstock concerns were shared with new members. Motion was unanimously passed to make Mike Kounelis the Board's formal liaison to negotiate with Vicki VanDenBerg to resolve ownership and leadership of future Woofstocks as well as the disposition of the \$23,000 debt from the 2009 Woofstock event. The board expects resolution to the Woofstock debt issue by the end of the year, so that our books can reflect the liability if we agree to take it.
- The suggestion was made to organize a fund-raising committee. The committee would oversee all aspects of fundraising events, approve budgets, monitor spending, etc. It would also develop and maintain a comprehensive calendar of fund-raising events throughout each fiscal year. This calendar would be presented to the SPCA Board for its review before the start of each fiscal year.
- Jim Di Loreto pointed out that Mike Kounelis has stepped forward to head the organization's comprehensive fund-raising activities. Mike will make this the primary focus of his role as Vice President of the SPCA.
- Mike is expected to report back to the Board on a specific proposal and 2010 fund-raising calendar at the next Board meeting.

THE ROLE and MAKE-UP NEW BOARD – *Jim Di Loreto*

- Jim Di Loreto reviewed the steps taken early in 2009 to change the structure and clarify the role of the SPCA Board.
- The past Board of eleven voted in February, 2009, to restructure itself to achieve three key objectives:
 - Provide for more focused leadership of the organization, reducing the size of the Board from 11 to 9 members
 - Provide for necessary expertise in the areas of veterinary medicine, law, finance, and general management
 - Safeguard the mission of the SPCA by insuring that a majority of Board members are elected by the SPCA membership
- Further amendments to the by-laws will be needed to continue to clarify the evolving leadership needs of the organization
- Members asked for a copy of the current by-laws. Jim will send them via email.

CONSTRUCTION PROJECT UPDATE – *Mike KOUNELIS*

- Mike Kounelis reviewed the progress to date, including project enhancements and cost savings.
- Members discussed Grand Opening ideas. It was generally agreed to have an Open House for volunteers and supporters in early January and a public Grand Opening sometime in the late winter or early Spring.
- Mike shared a possible design for signage at the new site. Members discussed various possibilities and made suggestions. Robin Vleugel will pursue a quote from the designer of her business' current sign. Mike will check Oshtemo code to ensure compliance.
- Mike explained that Michigan Commerce Bank has encouraged us to finance the purchase of the new facility's 80 dog kennels through a separate leasing deal, thereby holding overall Michigan Commerce financed debt to \$650,000. A leasing company has been identified, and the deal will close in late November.
- Mike presented the Board with a \$100,000 donation check and shared the story behind it.
- Members discussed how to raise the remaining money needed to pay building costs.

SCHEDULING – *Diane Baker*

- Tabled until the next meeting.

The meeting was adjourned at 9:10 PM.