

**SPECIAL MEETING
ANIMAL SHELTER ADVISORY COMMITTEE MEETING
CITY OF RHINELANDER**

**TUESDAY, JUNE 7, 2011 4:15 PM CITY HALL
Chairperson Karla Ortman**

Minutes

I. Call to Order (4:18 pm) and Roll Call

Members Present: Ortman, Gleason, Kazda, Lofquist (Mayor Johns & Bell arrived 4:25 pm)

Members Absent: Ring, Freudenberg

Others Present: Kyle Rogers (River News), Jacquelyn Morrill, (Tom Kelly and Alex Young arrived 4:22; Gunder Paulsen arrived 4:25 pm)

II. New Business:

A. Review and approve microchip service fee

The RAS would like to offer pet owners microchip service, particularly when owners come to claim stray pets. Kazda believes this service should be available to anyone and not just someone reclaiming a stray. MOTION BY GLEASON TO CHARGE \$30 TO MICROCHIP STRAY AND PUBLIC PETS, SECOND BY KAZDA. ALL AYES. MOTION CARRIED.

B. Review and approve surrender fee/policy

Current fees are \$20 for city and \$25 for non-city residents when they surrender a pet to the RAS. Morrill explained that sometimes people cannot afford the fee and will abandon the animal at the RAS the next day or it will be turned in as a stray to avoid the fee. Ortman believes the animal's safety is the number one priority as the purpose of the RAS is to provide shelter. Discussion followed about the state of the economy and the importance of providing care for the animals. It was suggested to eliminate City vs. County fee and have only one fee. At surrender the staff can work with the person – perhaps some individuals will be able to donate extra at surrender, or could donate supplies or food. Even if they can only afford part of the surrender fee it is better than nothing and perhaps in the future they can donate to make up for it. Kazda suggests offering a \$5 discount if the owner can provide vaccination records. Bell recommended a \$25 fee because that is the lowest fee level in the City currently. We would like to work toward having an open admission policy, to best serve the animals and the community. MOTION BY GLEASON TO SET FEE OF \$25 WITH OPTION OF \$5 DISCOUNT WITH VACCINATION RECORDS, SECOND BY LOFQUIST. ALL AYES. MOTION CARRIED.

C. Report on visit by Dawn King, Wisconsin Federated Humane Societies

A list of recommendations provided by King was distributed. She is coming on Thursday and wants input from the staff on repurposing some of the rooms. She is planning a workday this Sunday to do items with all the arrows. Committee members have reviewed the suggestions; Mayor asked if she has authority to enforce changes and she does not. Karla points out that these are suggestions to improve the image and function of the RAS and to conform to guidelines in place by Act 90. King has worked with other shelters in the state and helped them improve function and appearance of their shelters. Many people assume that if the shelter exterior doesn't look nice, the animals are not cared for, which we know is not the case at the RAS. Paulsen reported that a volunteer group of about 50 people from the Fox Valley is coming to Rhinelander to work on various projects around town in either late July or early August. Some of the

people in the group are skilled (e.g., electricians). Paulsen believes this group can help with some of the projects on King's list. Kazda will collaborate with Paulsen about how to tackle the project list. (Kelly, Bell, Mayor Johns & Young left 4:51) King will be asked to come at 10:00 am Thursday. Kazda has some concerns about relocating the sign. Lofquist mentions the need for Digger's Hotline. Paulsen said he will contact Digger's Hotline and will check on where the sign can be moved to in regards to right-of-ways. Kazda asks if there are architectural drawings of the building available. Paulsen believes he can get those.

III. Future Agenda Requests / Next Meeting Date

- A. Next meeting is Tuesday, June 28, 2011, 4:15 pm
- B. Personality profile and computer intake form
- C. Personnel/staffing issues

IV. Adjournment

**MOTION MADE BY ORTMAN, SECONDED BY LOFQUIST TO
ADJOURN THE MEETING OF THE RHINELANDER ANIMAL
SHELTER ADVISORY COMMITTEE AT 6:08 PM. ALL AYES, 0 NAY;
MOTION CARRIED.**

Minutes Respectfully Submitted by: J. MORRILL
Minutes Authorized and Received by: K. ORTMAN