

Regional Animal Control District

*Serving the Towns of
Lebanon, Franklin, Bozrah, Lisbon & Sprague*

Mailing Address: 1 Main St., P.O. Box 677, Sprague, CT 06330 Emergency Calls: 800.236-1987

Pound Address: 34 Goshen Hill Road, Lebanon, CT 06249 Routine Calls: 860.642-6379

Regional Animal Control District Board of Directors

Regular Meeting

Thursday, July 25th, 2013 – 10:30AM

Franklin Town Hall

MINUTES

- 1) The meeting was called to order by Chairman Rich Matters at 10:34 am. Members in attendance included Joyce Okonuk, Tom Sparkman, Kathy Osten, and Bill Ballinger.
- 2) Recognition of Visitors. 2
- 3) Additions to agenda. None
- 4) Approval of Minutes.
Motion by Osten, seconded by Okonuk to approve the minutes of the June 27, 2013 meeting. Vote: Yes, unanimous
- 5) Correspondence. None
- 6) Treasurer's Report.
- 7) Approval of payment of bills.
- 8) Approval of transfer of funds FY 2012-13 budget.
Treasurer Osten presented FY 12-13 budget check detail and budget vs. actual expenses.
Moved Sparkman, seconded by Okonuk to transfer funds as follows:
Transfer \$738.89 from 6350 (mileage) to 6340 (communications)
Transfer \$1,338.45 from 6560-1 (social security) to 6900 (wages)
Vote: Yes, unanimous
Revenues estimates were \$64,405.25 and expenses were budgeted at \$63,953.25.
Revenue actuals were \$72,233.00 and expenditures were \$57,119.18. Per Osten, for FY 12-13 we have a fund balance of approximately \$6,000, year-end balance was \$3,311.10.
- 9) Discuss and act on changes to FY 2013-14 budget.
Looking at projected expenses for FY 13-14 with wages considered, we could end next FY with a substantial fund balance—nearly 20% of budget as many line items were under-spent which contributes to the increased fund balance.
Moved by Okonuk, seconded by Matters to create line item 6250 (administrative fees). Vote: Yes, unanimous
Moved by Matters, seconded by Sparkman to fund this new line item by transferring \$900 from 6240 (miscellaneous expenses) to 6250 (administrative fees). Vote: Yes, unanimous
Moved by Matters, seconded by Sparkman to transfer \$1.00 from 6750 (rainy day fund) to 6450 (legal fees). Vote: Yes, unanimous
Matters will correct budget and redistribute to members. Cathy will have accounting adjusted.

10) Discuss activity level for month of June.

Edward's Answering Service reported June activity (calls) at 26 (non-emergency), 7 (weekend), 4 (daytime), and 2 (nights).

11) ACO Report.

May report was distributed via email. Matter's okayed allowing the ACO to bring the van home due to the frequent visits to Lisbon due to an on-going issue there.

12) Discussion on computer issues.

Members had no objection to purchasing a low-cost printer/copier for the pound.

13) Update on roaming dogs in Lisbon.

Letter was sent to landlord at 41 Dogwood Drive in Lisbon re the roaming dog at this residence.

14) Public Comment.

Resident asked if the monthly reports could detail the number of dogs housed at the pound and the number fostered and adopted. Okonuk to email Cathy Jarvis the ACO's monthly report. Info on Lebanon website is not correct with regard to pound hours on Saturday. Okonuk will change. Suggested that ACO put sign on door that states where people should call to reach the ACO and when the pound holds open hours.

Regional Animal District is in a good place. Good regulations, vehicle and staff. Major issues have been resolved. Arrangements with NECOG doing well too.

15) Adjournment.

Motion by Matters, seconded by Sparkman to adjourn the meeting at 11:35 am. Vote: Yes, unanimous.

Richard L. Matters
Chairman