Call to Order – The meeting was called to order by Committee Chair Elizabeth Flowers at 8:30 a.m.

Roll Call

<table>
<thead>
<tr>
<th>Attendee</th>
<th>Status</th>
<th>Arrived</th>
<th>Left Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lynn Cullick</td>
<td>Here</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elizabeth Flowers</td>
<td>Present</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matt Kellogg</td>
<td>Yes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matthew Prochaska</td>
<td>Here</td>
<td></td>
<td></td>
</tr>
<tr>
<td>John Purcell</td>
<td>ABSENT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

With four members present, a quorum was established to conduct committee business.

Others present: Scott Koeppel, Laura Pawson

Approval of Agenda – Motion made by Member Prochaska to approve the agenda, second by Member Cullick. With four members in agreement, the motion carried by a vote of 4-0.

Approval of Minutes – Motion made by Member Prochaska to approve the minutes from August 29, 2018, second by Member Cullick. With four members in agreement, the minutes were approved by a 4-0 vote.

Monthly Report – Laura Pawson reviewed the census report with the committee. Written report provided for August 2018.

Available Dogs for Adoption: 2

Available Cats for Adoption: 6 (5 Cats, 1 Kitten)

Bite Report – Total: 20 dogs, 1 cat

Visitors viewing animals – 80

Events/News
Saturday, October 13th  Pet Supplies Pet Adoption Event  11am – 2pm
Tuesday, October 16th  Volunteer Orientation  6pm-7:30pm
Weekly “Pet of the Week” ad in Shaw Media Newspaper
**Operations Report** – Written report provided. Director Pawson reported on the new kennel technician, and stated they are now fully staffed.

Ms. Pawson also reported on the ShelterPro software, and said that after research and discussion with other Animal Control facilities, she has determined that ShelterPro would not be an appropriate choice for Kendall County. Ms. Pawson will continue to research other options.

Discussion on potential adoption special offers and fees.

**Accounting Report** - Written report provided. Ms. Pawson reported they continue to send compliance violation letters, and that she has met with the State’s Attorney’s Office to discuss other options.

**Old Business** - None

**New Business** - None

**Executive Session** – Not needed

**Action Items for the County Board** - None

**Public Comment** – None

**Adjournment** – Member Prochaska made a motion to adjourn the meeting, second to the motion by Member Kellogg. *With four members present in agreement, the meeting was adjourned at 8:49a.m.*

Respectfully Submitted,

Valarie McClain,
Administrative Assistant & Recording Clerk