Wednesday, January 22, 2014 at 9:00AM  
County Office Building; County Board Rooms 209-210  
111 W. Fox Street; Yorkville IL

MINUTES

Call to Order – The meeting was called to order by Chair Amy Cesich at 9:09 a.m.

Committee Members Present: Amy Cesich, Lynn Cullick, Matt Prochaska, John Purcell

Committee Members Absent: Elizabeth Flowers

Others present: Anna Payton, Dr. Gary Schlapp, and Jeff Wilkins

Approval of Agenda – Motion made by Lynn Cullick, second by Matt Prochaska to approve the agenda. Motion carried.

Approval of December 18, 2013 Minutes – Motion made by Lynn Cullick, second by Matt Prochaska to approve the minutes. Motion carried.

Review of Census Log – Ms. Payton presented the Census Log to the Committee and said there were 15 cats that came into Animal Control in December, with 2 cats coming in thus far in the month of January. Ms. Payton said there are currently 2 kittens in foster care and scheduled for rescue, 4 stray cats, and 15 cats and 6 kittens available for adoption, 1 cat at Country Comfort, for a total of 28 cats/kittens.

Ms. Payton reported that there were 18 dogs that came into Animal Control in December, with 8 dogs coming in thus far in the month of January. There are 9 dogs/puppies up for adoption, 4 puppies in foster care, 6 unavailable including 4 puppies, 1 dog/puppy at the Vet, and 0 dogs/puppies scheduled for rescue this week, for a total of 20.

Ms. Payton reported 8 cats and 8 dogs were adopted in December, and thus far 8 cats and 5 dogs were adopted in January.

Review of Bite/Euthanasia Report – Ms. Payton reviewed the report with the committee and said there were a total of 12 bites, with 5 canine bites, 3 cat bite, 1 rat bite, 1 hamster bite, 1 bird bite, 1 bearded dragon bite in December.

There was 1 canine and 2 cats euthanized due to health issues in December.
**Operations Report** – Ms. Payton said there were 164 visitors (A.M. - 58, P.M. - 77) in December.

Ms. Payton reported that the vacant kennel position was filled this week by a recent college graduate who has volunteered at the facility for the past four years. The new employee has a degree in Graphic Arts and will hopefully be able to assist with Animal Control marketing publications.

Director Payton reported that Kendall County Animal Control has now formed a partnership with Country Comfort Kennel.

Ms. Payton reported on the planned Pitty Party promotion in February for all Pit Bull Owners.

Ms. Payton told the committee she would like to conduct a comparison with local Counties on impound/reclaim fees. She said that those fees have not been evaluated, compared or changed in over 10 years. Ms. Payton will report the findings at the February meeting.

Director Payton will meet with EMA Director Joe Gillespie to discuss care of animals in inclement weather since none of the Warming Centers in Kendall County allow animals. Ms. Payton briefed the committee about an incident with an elderly citizen that refused to leave her home without her dog during the recent polar vortex. She will report the results of her discussion with Director Gillespie at a future committee meeting.

**Upcoming Events**

January 23  Plano Police Department Roll Call Training - Presentation on Animal Control Procedures/Policies  
January 27  Montgomery Girl Scout Troup Presentation/Donation Drive for Animal Control  
February 6 & 13  Oswego Police Department Training on Safe Animal Handling and Behavior  
February 8  Go Dog Go Adoption Event & Donation 10% of sales of toys and treats for the week of February 8-14, 2014  
February 10  Volunteer Orientation

**Accounting Report** – Jeff Wilkins reviewed the report with Committee and said that revenue and expenditures are slightly decreased from last year at this same year.

**Old Business**

- **Security Cameras** – Ms. Payton said she was approached by the Sheriff’s Office who said they would be willing to include Animal Control in a study on security and access systems being conducted on the Public Safety Center, Jail, and Courthouse. Discussion followed on the cost of security cameras, why cameras would be installed,
and the possibility of being included when security cameras are purchased for the Public Safety Center, Jail and Courthouse later this year.

- **Software Upgrade** – Ms. Payton reported the end of the trial period for the ShelterPro software program, and said that the purchase of new software has been temporarily put on hold pending the research and review of financial software available through PetPoint, the software currently used by Animal Control. She will keep the committee updated.

**Other Business** - None

**Executive Session** – None Needed

**Review Action Items** - None

**Public Comment** – None

**Adjournment** – Matt Prochaska made a motion to adjourn the meeting, Lynn Cullick seconded the motion. With all in agreement, the meeting was adjourned at 10:07 a.m.

The next meeting will be on February 19, 2014 at 9:00 a.m. in the County Office Building, County Board Rooms 209-210.

Respectfully Submitted,

Valarie McClain
Administrative Assistant