

# JENNINGS COUNTY ANIMAL CONTROL BOARD

## REGULAR MEETING MINUTES

### JENNINGS COUNTY PUBLIC LIBRARY

*FEBRUARY 20<sup>TH</sup>, 2024 @ 6:30PM*

The meeting was called to order at 6:30pm.

*Board Members in attendance:* Nad Day, Trent Wisner, Dave Woodall, and Tara Thormin.

*Guests Present:* Michelle Matern (Department Head and Senior Control Officer), Kelly Richmond (Full-time Kennel Technician), Brooke Tames (Part time Kennel Technician), and Tammy Staples (Part Time Kennel Technician).

**Introduction and Elections:** Matern opened the meeting with a brief introduction. Woodall then nominated Nad Day as President. Wisner seconded. Motion carried 4-0. Woodall then nominated Trent Wisner as Vice President. Thormin seconded. Motion carried 4-0. Thormin then accepted the role of Secretary of the board.

**Animal Control Officer Report:** Matern informed board of the facility located behind the animal control building was built by donation and that it is able to contain horses, cows, and other livestock. Matern informed board of the need for new fencing as some pieces are beginning to rust, as well as the need for a new alarm system in the facility. Matern stated she will get quotes for fencing, Woodall stated he knows of an alarm system company. Matern provided board with further general information about the facility and operations.

**Budgeting/Purchases:** Woodall stated he will provide the budget to each board member before next meeting. Woodall stated he would speak with the auditor to determine the type of fund that money is generated to, and instructed Matern to take comp time. Woodall suggested the office purchase a new printer. Matern brought a canine training program for the board to look over and discuss at the next meeting.

**Volunteering/Employees/Donations:** Wisner asked about volunteers, and how the staff can grow. Wisner suggested reaching out to the high school for interns and student volunteers. Thormin suggested creating volunteer forms online, and posting 'free will donations'. Day suggested having a 'rabies vaccine day'. Matern stated foster programs needed to be ran by volunteers, and the need for a second officer to be hired. Further discussion regarding donations and volunteer programs was had.

**Other:** The board discussed creating a new three-, five-, and ten-year plan. The board discussed a new lease to be signed for the facility. Further discussions on how to improve the facility as a whole was also had.

Day made the motion to adjourn. Wisner seconded. Motion carried 4-0.



Nad Day, Animal Control Board President



Trent Wisner, Animal Control Board Vice President



Tara Thormin, Animal Control Board Secretary



Dave Woodall, Animal Control Board Member