

**HOPE Humane Society
Board of Directors Meeting
Thursday, October 11, 2018**

Attendees: Executive Director Raina Rodgers, Sam Terry, Storm Nolan, Stacie Cox, Philip Merry, Darren Minor, Kitty Calvert, Hazel Brown, Melanie Prewett, LeeAnn Cox, William Buckley, Debra Presson

Excused Absences: Steve Carrillo
Absences: Jessica Meredith

Guests: Former Executive Director Joanne Barton, Cindy Scott, Karla Duncan, Julie Morton, Richard Morris

- I. Call to Order
Meeting was called to order at 12:02 p.m.

- II. Approve minutes from August 16, 2018 meeting
Motion by Darren Minor, second by Kitty Calvert. Minutes were approved.

- III. President's Report – Sam Terry
 1. ASAB meeting at 6:00 PM October 11, 2018, All are encouraged to come
 2. A group took a trip to Rogers animal shelter to speak with them on the results of adopting animal licensing in their area.
 3. Sam reminded the board to remember to pay their monthly dues.

- IV. Treasurer's Report – LeeAnn Cox
 1. Transactions exceeding \$250 are the usual expenses that we incur monthly.
 2. The credit is due to the matching grant.

A motion was made by Philip to approve the financials. Second by Hazel. Financials were approved.

- V. Shelter Update – Raina Rodgers
 1. 473 animals on site at the shelter today, 326 are dogs and 147 are cats. We have 21 animals come in through animal control or just dropped off after shelter hours.
 2. The new building is complete so we will be moving 43 animals to the new kennels,
 3. 104 animals went out on the Fetch a Fido Flight. 63 went out on Wings of Rescue. We had 2 to 3 land transports carrying 30-35 animals.
 4. The shelter vet has been performing surgeries.
 5. More volunteers are needed. We still need a volunteer coordinator as well as a volunteer to help with special events and someone to volunteer to help with social media.



Board of Directors Meeting
Thursday, November 8, 2018

- I. Call to Order
- II. Approve minutes from October, 2018 meeting
- III. President's Report
 - A. Ramona Roberts – consulting work
 - B. Board obligations - \$50 per month
 - C. Employee Christmas party – December 9
 - D. Schedule Cause for Paws wrap-up meeting
 - E. 2019 Budget
 - F. 2019 Contract with City of Fort Smith
- IV. Treasurer's Report
 - A. Current financial situation
 - B. Review and approve October, 2018 financial reports
- V. Shelter Update – Raina Rodgers
- VI. Shelter Update – Ramona Roberts
- VII. Special Events
- VIII. Old Business
- IX. New Business
- X. Adjourn

Cause for Paws Update :

1. We still need more sponsorships,
2. C4P is three weeks away. We still need confirmations on sponsorships.
3. Needing more silent auction items and gift cards.
4. Next C4P meeting is Thursday October 18th at noon.
5. Board members are asked to bring 3 or more silent auction items before next Thursday October 18th.

New Business

Sunday October 28 is the basket making party starting at 1:00. Location to be determined. Please bring any baskets you may have or purchase them if you see them on sale.

Adjourn

Meeting Adjourned at 1:00 pm and the executive meeting followed immediately after the regular board meeting.



Save Our Shelter Plan

Problem

- We are not fulfilling our mission of being a humane shelter
- Financial - we are losing \$25k per month - so far for 2018
- Job duties and roles at the shelter are not clear

Solution

- Carole to reprise role as shelter manager
 - Responsible for 'Animal Flow' - FIFO - First In First Out
 - Responsible for euthanization decisions (following sop and with vet interaction)
- Amber to be in charge of Transports
- Find a full-time vet (or several part timers)
- Find a volunteer coordinator
- Find an adoptions manager
- Euthanize unadoptable animals
 - All euthanizations must be signed off by three shelter supervisors, ideally;
 - Executive Director
 - Shelter Manager
 - Vet
 - Heartworm - if vet recommends against treatment
 - Treatment consists of preventative medication for a period of time followed by an adulticide injection twice given 24 hours apart
 - Vicious / biting / kennel crazy - requires assessment
 - FIV
 - Feline leukemia
 - Skin conditions
 - Pregnant females - abortions per vet discretion
- No more sheltering in temporary cages/kennels



- Shelter given until the following business day to empty temporary kennels filled the current business day
- This equates to euthanization for space - making room for new animal intakes
- Raise money with grant writing - Barbara Williams
- Hire a full-time ED
- Start tracking Save Rate
 - As defined by Best Friends Animal Society

HOPE Humane Society Summary P&L	Month			Year-to-Date		
	October 2018	October 2017	Change	2018 YTD	2017 YTD	Change
Income						
4000 · Admissions Income	27,151	34,413	-7,262	222,431	301,299	-78,868
4100 · Other Services Income	2,961	8,641	-5,680	93,326	80,276	13,050
4200 · Donations	23,929	22,793	1,136	452,367	168,235	284,132
4300 · Grant Income	0	4,000	-4,000	141,226	52,750	88,476
4500 · Fundraisers	3,905	4,762	-857	46,847	51,229	-4,382
4550 · Events	30,127	11,877	18,250	46,944	13,023	33,921
4600 · Medical	0	10,000	-10,000	38,968	44,618	-5,650
4700 · Trusts	916	860	56	289,152	75,610	213,542
Total Income	88,989	97,346	-8,357	1,331,261	787,040	544,221
Expense						
5000 · Operating Expenses	30,621	49,211	-18,590	496,550	369,681	126,869
6000 · Administrative	11,227	10,876	351	88,376	84,077	4,299
6500 · Fundraising Costs	471	9,459	-8,988	41,183	53,007	-11,824
7000 · Salaries and Wages	95,685	59,667	36,018	828,865	564,358	264,507
8000 · Special Events	3,000	5,965	-2,965	6,913	10,684	-3,771
Total Expense	141,004	135,178	5,826	1,461,887	1,081,807	380,080
Net Income	-52,015	-37,832	-14,183	-130,626	-294,767	164,141

HOPE Humane Society
Transactions exceeding \$250.00
October 2018

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1120 - FNB #1728204 SCHS				
10/01/2018	eft	AT&T		-313.02
10/01/2018	eft	Credit Card Fees		-437.05
10/16/2018	1036	Martin's Heat & Air	2 - 4 ton a/c	-9,322.58
10/16/2018	eft	AOG		-464.56
10/30/2018	eft	AT&T		-323.23
10/31/2018	eft	Cincinnati Insurance Company		-5,530.00
Total 1120 - FNB #1728204 SCHS				-16,390.44
1130 - BXS 2061 - General Acct.				
10/04/2018	eft	Cox Communications		-530.00
10/05/2018	eft	City of Fort Smith		-393.88
10/17/2018	1890	Toby Wood		-300.00
10/17/2018	1891	Wohall	New Construction	-44,375.00
10/17/2018	1892	Dr. Zachary Scheurich		-2,145.00
10/23/2018	eft	OG&E		-437.04
10/23/2018	eft	OG&E		-860.54
10/30/2018	1899	Fund Your Org	Invoice #1235	-3,000.00
10/30/2018	eft	BancorpSouth	loan pymnt	-2,973.00
Total 1130 - BXS 2061 - General Acct.				-55,014.46
TOTAL				-71,404.90

HOPE Humane Society

Balance Sheet

As of October 31, 2018

	Oct 31, 18
ASSETS	
Current Assets	
Checking/Savings	
1120 · FNB #1728204 SCHS	1,275
1130 · BXS 2061 - General Acct.	44,260
1131 · BXS 8108 - Emergency Medical	0
1132 · BXS 8107 - Sydney Fund	74
1133 · BXS 8106 - No Kill	0
1134 · BXS 8105 - Spay/Neuter	4
1135 · BXS 2813 - ICS account	87
1136 · BXS 0710 - Transports	2
1137 · BXS 3320 - Misc Grants	46
1138 · BXS 3703 - Disaster Relief	0
1150 · Petty Cash	100
Total Checking/Savings	45,848
Other Current Assets	
1298 · Accts. receivable	26,976
1300 · Contribution receivable	481,592
1301 · Inventory	73,765
1304 · Prepaid Postage	74
1305 · Prepaid insurance	3,381
1314 · Colgate Stock (84 shares)	5,454
1350 · FNB - 4 yr CD	50,000
Total Other Current Assets	641,243
Total Current Assets	687,091
Fixed Assets	
1500 · Land	
1501 · SCHS Land	70,937
Total 1500 · Land	70,937
1520 · Building	
1521 · SCHS Building	767,043
1523 · Isolation Clinic	119,819
1524 · Spay/Neuter Clinic	355,071
1525 · Improvements	175,789
1526 · New Kennel building	293,693
Total 1520 · Building	1,711,416
1540 · Equipment	
1541 · SCHS Equipment	
1543 · Computers & Equipment	39,117
1541 · SCHS Equipment - Other	137,983
Total 1541 · SCHS Equipment	177,100
1540 · Equipment - Other	7,991
Total 1540 · Equipment	185,091
1545 · Veterinary equipment	8,239
1550 · Improvements	
1551 · SCHS Improvements	202,073
Total 1550 · Improvements	202,073
1560 · Automotive Equipment	
1561 · SCHS Automotive Equip	13,000
1563 · Mobile Adoption Unit	127,916
1560 · Automotive Equipment - Other	5,500
Total 1560 · Automotive Equipment	146,416

HOPE Humane Society

Balance Sheet

As of October 31, 2018

	Oct 31, 18
1599 - Accumulated Depreciation	(767,444)
Total Fixed Assets	1,556,728
TOTAL ASSETS	2,243,819
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	72,377
Total Accounts Payable	72,377
Other Current Liabilities	
2001 - Accounts Payable - Auditor	3,048
2200 - Payroll Taxes Payable	
2201 - Federal Tax Withheld	1,604
2202 - Fica/Medicare Tax Payable	6,204
2204 - State Tax Withholding	2,022
2205 - Suta Tax Payable	2,085
Total 2200 - Payroll Taxes Payable	11,915
2226 - Garnishment	537
2230 - Accrued payroll	9,014
Total Other Current Liabilities	24,514
Total Current Liabilities	96,891
Long Term Liabilities	
2500 - Note Payable BXS	497,032
2510 - FNB - Line of Credit	50,000
2511 - BXS - Line of Credit	20,000
Total Long Term Liabilities	567,032
Total Liabilities	663,923
Equity	
3000 - Unrestricted Net Assets	1,194,501
3010 - Temporarily restricted assets	1,059,604
3900 - Retained Earnings	(546,892)
Net Income	(127,317)
Total Equity	1,579,896
TOTAL LIABILITIES & EQUITY	2,243,819

HOPE Humane Society

Profit & Loss

October 2018

	Oct 18	Oct 17
Ordinary Income/Expense		
Income		
4000 · Admissions Income		
4001 · Admissions - Local	175	470
4005 · Admissions - Outside >Walk Ins	0	525
4010 · City / County Programs		
4030 · Fort Smith	26,976	33,418
Total 4010 · City / County Programs	26,976	33,418
Total 4000 · Admissions Income	27,151	34,413
4100 · Other Services Income		
4110 · Adoption Fees		
4115 · Adoption Fees Cats	1,068	2,313
4120 · Adoption Fees Other	0	40
4125 · Adoption Fees, Dogs	1,290	4,426
4127 · Adoption Fees, Sponsored	0	265
4130 · Return To Owner	603	917
4110 · Adoption Fees - Other	0	680
Total 4110 · Adoption Fees	2,961	8,641
Total 4100 · Other Services Income	2,961	8,641
4200 · Donations		
4230 · General Donations	9,328	19,210
4230.2 · Memorial Donations	170	0
4230.4 · Monthly Donations	1,836	0
4231 · Board Donations	0	2,588
4232 · Internet Donations		
4232.01 · Social Media Donations	12,595	0
Total 4232 · Internet Donations	12,595	0
4233 · Restricted Donations	0	760
4236 · Memberships	0	235
Total 4200 · Donations	23,929	22,793
4300 · Grant Income	0	4,000
4500 · Fundraisers		
4507 · Coin Collections	597	458
4508 · Aluminum Cans	43	0
4512 · Merchandise	(94)	362
4516 · Your Piece of the Shelter	500	0
4517 · Tile Wall	0	0
4521 · Rebates	247	0
4548 · Miscellaneous Events - Others	2,523	2,912
4549 · Miscellaneous events - HHS	90	1,030
Total 4500 · Fundraisers	3,905	4,762
4550 · Events		
4561 · Ladies Night Out	1,152	0
4572 · Cause for Paws	28,974	12,568
4575 · Paws for the Cause Dog Walk	0	(690)
Total 4550 · Events	30,127	11,878
4600 · Medical		
4603 · Heartworm Treatment	0	10,000
Total 4600 · Medical	0	10,000

HOPE Humane Society

Profit & Loss

October 2018

	Oct 18	Oct 17
4700 - Trusts		
4705 - Birnbaum Trust	916	860
Total 4700 - Trusts	916	860
Total Income	88,989	97,346
Gross Profit	88,989	97,346
Expense		
5000 - Operating Expenses		
5005 - Automotive Expense		
5006 - Fuel	1,249	449
5007 - Repairs	3,546	0
Total 5005 - Automotive Expense	4,795	449
5010 - Grounds Care	300	500
5010.2 - Cremation Expense	(1,483)	1,275
5020 - Equipment Rentals	100	0
5045 - Pest Control	175	0
5055 - Repairs and Maintenance	158	2,236
5065 - Supplies		
5065.01 - Adoption Supplies	0	41
5065.02 - Operating Supplies	614	153
5065.03 - Kennel Supplies	2,410	4,544
5065.04 - Veterinarian Supplies	10,832	20,713
Total 5065 - Supplies	13,856	25,452
5071 - Transports	1,119	756
5072 - Uniforms and Mats	57	0
5075 - Utilities		
5075.01 - Gas	465	261
5075.02 - Water	4,460	2,359
5075.03 - Electric	1,298	2,742
Total 5075 - Utilities	6,222	5,362
5080 - Veterinarian Treatment	5,323	10,621
5083 - Vet Treatment - Dr.Trevor South	0	2,560
Total 5000 - Operating Expenses	30,621	49,211
6000 - Administrative		
6010 - Bank Service Charges	116	68
6016 - Credit Card & Paypal Fees	547	169
6018 - Computer & Software	656	706
6020 - Depreciation	2,690	2,690
6025 - Dues and Subscriptions	97	425
6032 - Employee medical	0	294
6035 - Finance Chg & Late Fees	220	0
6036 - Fundraising Expense	0	44
6040 - Insurance		
6040.02 - Commercial	5,602	1,620
6040.03 - Board	0	(1,060)
6040.04 - Fees	26	0
Total 6040 - Insurance	5,628	560
6045 - Interest	106	0
6055 - Office Supplies	0	444
6060 - Penalties and Interest	0	555
6079 - Internet	530	220
6080 - Telephone	636	563
6081 - Volunteer Expenses	0	(320)
6090 - Travel	0	4,458
Total 6000 - Administrative	11,227	10,876

HOPE Humane Society

Profit & Loss

October 2018

	Oct 18	Oct 17
6500 · Fundraising Costs		
6503 · Postage	100	1,429
6504 · Printing and Graphics	371	5,687
6506 · Advertising	0	2,343
Total 6500 · Fundraising Costs	471	9,459
7000 · Salaries and Wages		
7015 · Insurance Incentive	462	195
7020 · Insurance, Worker's Comp	0	404
7025 · Payroll Taxes	8,936	4,428
7030 · Salaries and Wages	84,548	54,640
7040 · Contract Labor	1,740	0
Total 7000 · Salaries and Wages	95,685	59,667
8000 · Special Events		
8001 · Adoption events	0	5,966
8005 · Cause for Paws	3,000	0
Total 8000 · Special Events	3,000	5,966
Total Expense	141,004	135,177
Net Ordinary Income	(52,015)	(37,832)
Other Income/Expense		
Other Income		
4950 · Interest Income	0	3
9200 · Miscellaneous Income	1,759	0
9500 · Restitution	55	0
Total Other Income	1,814	3
Net Other Income	1,814	3
Net Income	(50,201)	(37,828)

HOPE Humane Society
Profit & Loss
 January through October 2018

	Jan - Oct 18	Jan - Oct 17
Ordinary Income/Expense		
Income		
4000 · Admissions Income		
4001 · Admissions - Local	2,093	6,931
4005 · Admissions - Outside >Walk Ins	3,234	6,312
4010 · City / County Programs		
4030 · Fort Smith	217,104	287,473
4055 · Sebastian County	0	204
4070 · Van Buren	0	380
Total 4010 · City / County Programs	217,104	288,056
Total 4000 · Admissions Income	222,431	301,299
4100 · Other Services Income		
4110 · Adoption Fees		
4115 · Adoption Fees Cats	13,704	18,137
4120 · Adoption Fees Other	215	323
4125 · Adoption Fees, Dogs	20,016	42,529
4127 · Adoption Fees, Sponsored	285	5,328
4128 · Transport	49,943	0
4130 · Return To Owner	8,343	9,839
4110 · Adoption Fees - Other	0	2,893
Total 4110 · Adoption Fees	92,506	79,047
4140 · Burial Pick Up Fees	0	25
4161 · PetSmart rewards	820	1,080
4165 · Bio Corp	0	124
Total 4100 · Other Services Income	93,326	80,276
4200 · Donations		
4230 · General Donations	128,831	99,474
4230.2 · Memorial Donations	10,031	0
4230.3 · Honorarium Donations	2,210	0
4230.4 · Monthly Donations	31,202	0
4231 · Board Donations		
4231.01 · Board Monthly Donations	650	0
4231.02 · Board Special Donations	134,671	0
4231 · Board Donations - Other	1,230	39,411
Total 4231 · Board Donations	136,551	39,411
4232 · Internet Donations		
4232.01 · Social Media Donations	45,573	0
Total 4232 · Internet Donations	45,573	0
4233 · Restricted Donations	3,532	11,984
4234 · Direct Mail	10,323	8,206
4235 · Newsletter	0	3,170
4236 · Memberships	215	5,640
4245 · Cemetary Fund Donations	550	300
4246 · In-Kind Donations	82,848	0
4255 · Miscellaneous	500	50
Total 4200 · Donations	452,367	168,235
4300 · Grant Income		
4301.01 · Local Grants	11,300	0
4301.04 · National Grants	126,171	0
4300 · Grant Income - Other	3,755	52,750
Total 4300 · Grant Income	141,226	52,750

HOPE Humane Society
Profit & Loss
 January through October 2018

	Jan - Oct 18	Jan - Oct 17
4500 - Fundraisers		
4507 - Coin Collections	8,002	3,862
4508 - Aluminum Cans	274	0
4512 - Merchandise	5,478	2,746
4514 - Calendar	30	0
4516 - Your Piece of the Shelter	500	0
4517 - Tile Wall	902	0
4518 - Dog beds	70	125
4521 - Rebates	5,114	6,093
4522 - Room & Other Sponsors	0	5,000
4523 - Stuff the Truck	1,442	0
4548 - Miscellaneous Events - Others	13,243	19,532
4549 - Miscellaneous events - HHS	11,792	13,871
Total 4500 - Fundraisers	46,847	51,229
4550 - Events		
4553 - Tent Events 10	9,357	0
4556 - Miles for Mutts - 5K	280	0
4561 - Ladies Night Out	1,507	0
4562 - Paws in the Pool	3,275	0
4572 - Cause for Paws	32,499	13,568
4574 - Lights of Love	25	145
4575 - Paws for the Cause Dog Walk	0	(690)
Total 4550 - Events	46,944	13,023
4600 - Medical		
4601 - Shot Clinics	710	8,815
4603 - Heartworm Treatment	0	33,904
4604 - Spay and Neuter	300	0
4605 - Hurt Animals	33,054	0
4606 - Medical Fund	4,904	0
Total 4600 - Medical	38,968	42,719
4700 - Trusts		
4702 - Mercy Foundation	26,000	26,115
4704 - Maynard Blackard	131,679	39,899
4705 - Birnbaum Trust	3,254	9,595
4710 - Miscellaneous	128,219	0
Total 4700 - Trusts	289,152	75,610
4999.11 - Humane Education	0	1,899
Total Income	1,331,261	787,040
Gross Profit	1,331,261	787,040
Expense		
5000 - Operating Expenses		
5005 - Automotive Expense		
5006 - Fuel	8,242	4,078
5007 - Repairs	6,260	0
5005 - Automotive Expense - Other	665	287
Total 5005 - Automotive Expense	15,167	4,365
5010 - Grounds Care	3,300	5,915
5010.1 - Burial Expense	121	500
5010.2 - Cremation Expense	850	6,695
5020 - Equipment Rentals	2,045	1,390
5025 - Food Purchased	10,507	1,593
5026 - Merchandise for Resale	1,269	5,964
5030 - Freight	0	0
5045 - Pest Control	2,885	3,288
5055 - Repairs and Maintenance	18,239	17,257

HOPE Humane Society
Profit & Loss
 January through October 2018

	Jan - Oct 18	Jan - Oct 17
5065 · Supplies		
5065.01 · Adoption Supplies	2,751	3,746
5065.02 · Operating Supplies	3,450	2,592
5065.03 · Kennel Supplies	31,965	25,617
5065.04 · Veterinarian Supplies	160,311	150,186
Total 5065 · Supplies	198,477	182,141
5071 · Transports	45,782	3,777
5072 · Uniforms and Mats	5,096	1,256
5075 · Utilities		
5075.01 · Gas	10,384	7,032
5075.02 · Water	18,450	14,689
5075.03 · Electric	24,219	22,683
Total 5075 · Utilities	53,053	44,404
5080 · Veterinarian Treatment	104,236	65,336
5082 · Veterinary Treatment-Spay/Neute	29,563	0
5083 · Vet Treatment - Dr.Trevor South	5,960	25,611
5000 · Operating Expenses - Other	0	189
Total 5000 · Operating Expenses	496,550	369,681
6000 · Administrative		
6010 · Bank Service Charges	1,325	705
6012 · Cash (Over/Short)	0	50
6016 · Credit Card & Paypal Fees	2,951	2,341
6018 · Computer & Software	4,326	5,949
6020 · Depreciation	26,904	26,904
6025 · Dues and Subscriptions	3,532	4,359
6026 · Humane Education	602	276
6030 · Holiday Parties & Gifts	371	(43)
6032 · Employee medical	45	294
6034 · Employee Training & Education	0	5
6035 · Finance Chg & Late Fees	1,050	1,109
6036 · Fundraising Expense	1,410	1,783
6040 · Insurance		
6040.02 · Commercial	21,087	16,712
6040.03 · Board	969	984
6040.04 · Fees	114	0
Total 6040 · Insurance	22,170	17,696
6045 · Interest	8,991	10
6050 · Legal and Accounting	2,618	7,173
6053 · Miscellaneous Expense	0	191
6055 · Office Supplies	3,341	4,093
6060 · Penalties and Interest	0	2,490
6077 · Returned Checks	0	0
6078 · Taxes	18	18
6079 · Internet	2,578	1,990
6080 · Telephone	6,714	2,745
6081 · Volunteer Expenses	(661)	(518)
6086 · Cash (over) short	90	0
6090 · Travel	0	4,458
Total 6000 · Administrative	88,376	84,077
6500 · Fundraising Costs		
6503 · Postage	4,242	6,273
6504 · Printing and Graphics	14,535	20,994
6505 · Promotional Supplies	464	0
6506 · Advertising	21,942	25,740
Total 6500 · Fundraising Costs	41,183	53,007

HOPE Humane Society
Profit & Loss
 January through October 2018

	Jan - Oct 18	Jan - Oct 17
7000 · Salaries and Wages		
7015 · Insurance Incentive	3,161	1,989
7020 · Insurance, Worker's Comp	4,540	4,076
7025 · Payroll Taxes	62,025	46,309
7030 · Salaries and Wages	727,259	511,984
7040 · Contract Labor	31,880	0
Total 7000 · Salaries and Wages	828,866	564,358
8000 · Special Events		
8001 · Adoption events	747	8,268
8005 · Cause for Paws	5,014	650
8030 · Paws for the Cause Dog Walk	0	416
8070 · Miscellaneous	862	1,350
8074 · Lights of Love	290	0
Total 8000 · Special Events	6,913	10,684
Total Expense	1,461,887	1,081,807
Net Ordinary Income	(130,626)	(294,767)
Other Income/Expense		
Other Income		
4950 · Interest Income	9	39
9000 · Dividend Income	261	133
9200 · Miscellaneous Income	2,325	0
9500 · Restitution	715	205
Total Other Income	3,310	378
Net Other Income	3,310	378
Net Income	(127,317)	(294,390)

Sebastian County Humane Society

Profit & Loss Budget vs. Actual

January through October 2018

Ordinary Income/Expense	Jan - Oct 18	Budget	\$ Over Budget
Income			
4000 - Admissions Income			
4001 - Admissions - Local	2,093	6,667	(4,574)
4005 - Admissions - Outside >Walk Ins	3,234	6,667	(3,433)
4010 - City / County Programs			
4030 - Fort Smith	217,104	258,333	(41,229)
4030.01 - FS Medical	0	20,833	(20,833)
4055 - Sebastian County	0	167	(167)
4070 - Van Buren	0	250	(250)
4075 - Dog License	0	8,333	(8,333)
Total 4010 - City / County Programs	217,104	287,917	(70,812)
Total 4000 - Admissions Income	222,431	301,250	(78,819)
4100 - Other Services Income			
4105 - Adoption Donations	0	2,083	(2,083)
4110 - Adoption Fees			
4115 - Adoption Fees Cats	13,704	29,167	(15,462)
4120 - Adoption Fees Other	215	500	(285)
4125 - Adoption Fees, Dogs	20,016	45,833	(25,817)
4127 - Adoption Fees, Sponsored	285	5,000	(4,715)
4128 - Transport	49,943	58,333	(8,391)
4130 - Return To Owner	8,343	12,500	(4,157)
Total 4110 - Adoption Fees	92,506	151,333	(58,827)
4135 - Humane Education	0	4,167	(4,167)
4161 - PetSmart rewards	820	2,500	(1,680)
4165 - Bio Corp	0	146	(146)
Total 4100 - Other Services Income	93,326	160,229	(66,903)
4200 - Donations			
4230 - General Donations	128,831	125,000	3,831
4230.2 - Memorial Donations	10,031	6,667	3,364
4230.3 - Honorarium Donations	2,210	1,250	960
4230.4 - Monthly Donations	31,202		
4231 - Board Donations			
4231.01 - Board Monthly Donations	650	3,333	(2,683)
4231.02 - Board Special Donations	134,671	417	134,254
4231.03 - Board General Donations	0	41,667	(41,667)
4231 - Board Donations - Other	1,230	50,000	(48,770)
Total 4231 - Board Donations	136,551	95,417	41,134
4232 - Internet Donations			
4232.01 - Social Media Donations	45,573	2,083	43,490
4232.02 - Email Marketing	0	2,083	(2,083)
4232.03 - Go Fund Me/Pound Wishes	0	8,333	(8,333)
Total 4232 - Internet Donations	45,573	12,500	33,073
4233 - Restricted Donations			
4233.01 - Animal Enrichment (Capital Cmp)	0	41,667	(41,667)
4233 - Restricted Donations - Other	3,532	20,833	(17,301)
Total 4233 - Restricted Donations	3,532	62,500	(58,968)
4234 - Direct Mail	10,323	62,500	(52,177)

Sebastian County Humane Society

Profit & Loss Budget vs. Actual

January through October 2018

	Jan - Oct 18	Budget	\$ Over Budget
4235 · Newsletter	0	12,500	(12,500)
4236 · Memberships	215	5,833	(5,618)
4245 · Cemetary Fund Donations	550	167	383
4246 · In-Kind Donations	82,848	12,500	70,348
4250 · Major Donations (<5000)	0	8,333	(8,333)
4251 · Major Giving Donations (>5000)	0	166,667	(166,667)
4255 · Miscellaneous	500		
Total 4200 · Donations	452,367	571,833	(119,467)
4300 · Grant Income			
4301.01 · Local Grants	11,300	20,833	(9,533)
4301.02 · Transport Grants	0	125,000	(125,000)
4301.03 · In-Kind Grants	0	62,500	(62,500)
4301.04 · National Grants	126,171	250,000	(123,829)
4300 · Grant Income - Other	3,755		
Total 4300 · Grant Income	141,226	458,333	(317,108)
4500 · Fundraisers			
4507 · Coin Collections	8,002	4,167	3,835
4508 · Aluminum Cans	274	500	(226)
4509 · Clothing Collection	0	417	(417)
4512 · Merchandise	5,478	6,667	(1,188)
4513 · Pet Pictures	0	417	(417)
4514 · Calendar	30	833	(803)
4515 · Book	0	417	(417)
4516 · Your Piece of the Shelter	500	833	(333)
4517 · Tile Wall	902	2,500	(1,598)
4518 · Dog beds	70	1,667	(1,597)
4519 · Adopt a Kennel (door)	0	4,167	(4,167)
4520 · Brick Wall	0	2,917	(2,917)
4521 · Rebates	5,114	5,833	(719)
4522 · Room & Other Sponsors	0	8,333	(8,333)
4523 · Stuff the Truck	1,442		
4547 · Other	0	417	(417)
4548 · Miscellaneous Events - Others	13,243	20,833	(7,590)
4549 · Miscellaneous events - HHS	11,792	1,250	10,542
Total 4500 · Fundraisers	46,847	62,167	(15,319)
4550 · Events			
4551 · Birthday Party	0	1,500	(1,500)
4552 · Puppy Bowl	0	500	(500)
4553 · Tent Events 10	9,357	1,250	8,107
4554 · Black & Gold Party	0	2,083	(2,083)
4555 · Open Houses	0	833	(833)
4556 · Miles for Mutts - 5K	280	20,833	(20,553)
4557 · Comedy Show	0	2,500	(2,500)
4558 · Dogs, Cats, & Cowboy Hats	0	250	(250)
4559 · HOPE Reunion	0	125	(125)
4560 · Animals meet the Arts	0	4,167	(4,167)
4561 · Ladies Night Out	1,507	4,167	(2,659)
4562 · Paws in the Pool	3,275	2,500	775
4563 · K9 & Karaoke	0	1,667	(1,667)
4564 · Raffles	0	1,250	(1,250)
4565 · Blessing of the Pets	0	208	(208)
4566 · Penny Drive	0	417	(417)
4567 · Online Auction	0	2,500	(2,500)
4568 · License Plate	0	833	(833)
4570 · Chocolate & Coffee Festival	0	12,500	(12,500)
4572 · Cause for Paws	32,499	0	32,499
4573 · Paws in the Park	0	12,500	(12,500)
4574 · Lights of Love	25	0	25
Total 4550 · Events	46,944	72,583	(25,640)

Sebastian County Humane Society

Profit & Loss Budget vs. Actual

January through October 2018

	Jan - Oct 18	Budget	\$ Over Budget
4600 - Medical			
4601 - Shot Clinics	710	6,667	(5,957)
4602 - Microchip Clinic	0	1,667	(1,667)
4603 - Heartworm Treatment	0	25,000	(25,000)
4604 - Spay and Neuter	300	2,500	(2,200)
4605 - Hurt Animals	33,054	4,167	28,887
4606 - Medical Fund	4,904	8,333	(3,429)
Total 4600 - Medical	38,968	48,333	(9,365)
4700 - Trusts			
4702 - Mercy Foundation	26,000	22,500	3,500
4704 - Maynard Blackard	131,679	29,167	102,512
4705 - Birnbaum Trust	3,254	8,333	(5,080)
4710 - Miscellaneous	128,219	1,667	126,553
Total 4700 - Trusts	289,152	61,667	227,485
4800 - Bequests	0	20,833	(20,833)
Total Income	1,331,261	1,757,229	(425,968)
Gross Profit	1,331,261	1,757,229	(425,968)
Expense			
5000 - Operating Expenses			
5005 - Automotive Expense			
5006 - Fuel	8,242	833	7,409
5007 - Repairs	6,260	5,000	1,260
5005 - Automotive Expense - Other	665		
Total 5005 - Automotive Expense	15,167	5,833	9,334
5010 - Grounds Care	3,300	5,500	(2,200)
5010.1 - Burial Expense	121	250	(129)
5010.2 - Cremation Expense	850	12,500	(11,650)
5020 - Equipment Rentals	2,045	1,667	378
5025 - Food Purchased	10,507	3,333	7,174
5026 - Merchandise for Resale	1,269	3,750	(2,481)
5045 - Pest Control	2,885	3,000	(115)
5055 - Repairs and Maintenance	18,239	8,333	9,906
5065 - Supplies			
5065.01 - Adoption Supplies	2,751	4,167	(1,416)
5065.02 - Operating Supplies	3,450	3,333	117
5065.03 - Kennel Supplies	31,965	29,167	2,798
5065.04 - Veterinarian Supplies	160,311	166,667	(6,356)
Total 5065 - Supplies	198,477	203,333	(4,857)
5071 - Transports	45,782	41,667	4,115
5072 - Uniforms and Mats	5,096	5,000	96
5075 - Utilities			
5075.01 - Gas	10,384	7,083	3,301
5075.02 - Water	18,450	15,000	3,450
5075.03 - Electric	24,219	21,667	2,552
Total 5075 - Utilities	53,053	43,750	9,303
5080 - Veterinarian Treatment	104,236	75,000	29,236
5082 - Veterinary Treatment-Spay/Neute	29,563		
5083 - Vet Treatment - Dr.Trevor South	5,960	23,333	(17,373)
Total 5000 - Operating Expenses	496,550	436,250	60,300

Sebastian County Humane Society

Profit & Loss Budget vs. Actual

January through October 2018

	Jan - Oct 18	Budget	\$ Over Budget
6000 · Administrative			
6010 · Bank Service Charges	1,325	750	575
6016 · Credit Card & Paypal Fees	2,951	3,333	(382)
6018 · Computer & Software	4,326	4,167	159
6020 · Depreciation	26,904	27,500	(596)
6025 · Dues and Subscriptions	3,532	16,667	(13,135)
6026 · Humane Education	602	583	19
6030 · Holiday Parties & Gifts	371	833	(463)
6032 · Employee medical	45	417	(372)
6034 · Employee Training & Education	0	5,000	(5,000)
6035 · Finance Chg & Late Fees	1,050	1,667	(616)
6036 · Fundraising Expense	1,410	2,083	(673)
6040 · Insurance			
6040.01 · Auto	0	1,250	(1,250)
6040.02 · Commercial	21,087	20,000	1,087
6040.03 · Board	969	2,583	(1,614)
6040.04 · Fees	114		
Total 6040 · Insurance	22,170	23,833	(1,664)
6045 · Interest	8,991	8,333	658
6050 · Legal and Accounting	2,618	6,250	(3,633)
6053 · Miscellaneous Expense	0		
6055 · Office Supplies	3,341	10,000	(6,659)
6078 · Taxes			
6078.1 · Other	0	15	(15)
6078 · Taxes - Other	18		
Total 6078 · Taxes	18	15	3
6079 · Internet	2,578	2,500	78
6080 · Telephone	6,714	3,333	3,381
6081 · Volunteer Expenses	(661)	417	(1,077)
6086 · Cash (over) short	90		
6090 · Travel	0	4,167	(4,167)
Total 6000 · Administrative	88,376	121,848	(33,473)
6500 · Fundraising Costs			
6501 · Social Media Advertising	0	12,500	(12,500)
6502 · Marketing	0	18,333	(18,333)
6503 · Postage	4,242	20,833	(16,592)
6504 · Printing and Graphics	14,535	33,333	(18,798)
6505 · Promotional Supplies	464	12,500	(12,036)
6506 · Advertising	21,942	29,167	(7,225)
6507 · Newsletter expenses	0	50,000	(50,000)
Total 6500 · Fundraising Costs	41,183	176,667	(135,484)
7000 · Salaries and Wages			
7015 · Insurance Incentive	3,161	2,500	661
7020 · Insurance, Worker's Comp	4,540	5,000	(460)
7025 · Payroll Taxes	62,025	66,270	(4,245)
7030 · Salaries and Wages	727,259	961,275	(234,016)
7040 · Contract Labor	31,880	28,333	3,547
Total 7000 · Salaries and Wages	828,866	1,063,378	(234,512)

Sebastian County Humane Society

Profit & Loss Budget vs. Actual

January through October 2018

	<u>Jan - Oct 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>
8000 - Special Events			
8001 - Adoption events	747	10,000	(9,253)
8005 - Cause for Paws	5,014	10,000	(4,986)
8020 - Special Event Fee Coded	0	29,167	(29,167)
8070 - Miscellaneous	862		
8074 - Lights of Love	290		
Total 8000 - Special Events	<u>6,913</u>	<u>49,167</u>	<u>(42,254)</u>
Total Expense	<u>1,461,887</u>	<u>1,847,310</u>	<u>(385,422)</u>
Net Ordinary Income	<u>(130,626)</u>	<u>(90,081)</u>	<u>(40,546)</u>
Other Income/Expense			
Other Income			
4950 - Interest Income	9	38	(28)
9000 - Dividend Income	261	138	123
9200 - Miscellaneous Income	2,325		
9500 - Restitution	715	208	507
Total Other Income	<u>3,310</u>	<u>383</u>	<u>2,927</u>
Net Other Income	<u>3,310</u>	<u>383</u>	<u>2,927</u>
Net Income	<u>(127,317)</u>	<u>(89,697)</u>	<u>(37,619)</u>

Stats Report

HOPE Humane Society

October, 2018		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total	
Starting Dog Population	Regular	291	300	322	290	296	342	393	432	385	303	374	0		
	Foster	81	116	75	87	125	56	70	78	152	83	64	0		
Starting Cat Population	Regular	393	221	156	135	169	226	241	224	180	147	119	0		
	Foster	98	74	80	81	111	65	88	100	125	87	82	0		
*Stray Dog/Intake	Regular	30	40	15	28	25	9	0	18	14	11				190
	FSM	185	172	166	114	144	203	150	165	111	168				1578
Owner Surrender Dogs/Intake	Regular	33	11	6	20	14	6	2	1	0	3				96
	FSM	18	6	7	5	12	22	14	29	9	20				142
Adopted Dogs Returned		13	13	18	16	12	2	1	4	1	8				88
Stray Cat/Intake	Regular	9	7	9	35	41	10	4	0	3	0				118
	FSM	2	23	4	4	3	27	34	30	10	19				156
Owner Surrender Cats/Intake	Regular	22	2	8	11	24	7	2	0	0	0				76
	FSM	0	0	1	0	0	3	6	1	6	0				17
Adopted Cats Returned		5	6	3	6	1	0	1	0	0	5				27
AC Vet Bite Release		2	2	3	2	4	3	1	5	1	3			26	
Dogs Adopted		58	104	96	60	43	83	56	75	47	41			663	
Cats Adopted		76	89	64	25	30	37	51	55	49	48			524	
Return to Owner - Dogs		45	31	47	43	49	52	33	39	41	48			428	
Return to Owner - Cats		2	2	1	2	2	0	1	0	0	3			13	
Deceased Animals - Dogs		23	8	5	6	19	13	8	7	6	5			100	
Deceased Animals - Cats		7	5	1	2	5	26	26	20	4	7			103	
Transfer to Feral Colony		4	0	1	11	2	0	1	4	0	0			23	
Transfers to Rescues - Dogs		92	106	120	148	92	99	61	105	181	86			1090	
Transfers to Rescues - Cats		6	23	20	15	25	0	0	0	24	0			113	
*Dogs Euthanized	Regular	24	16	12	4	4	5	6	2	8	6			87	
	FSM	2	7	1	2	0	2	0	1	1	0			16	
Cats Euthanized	Regular	2	2	2	4	12	9	7	13	3	9			63	
	FSM	3	3	1	1	1	4	1	1	1	1			17	
Required Euthanasia		0	8	4	1	0	0	4	3	0	1			21	
Adoption/RTO		64%	85%	95%	58%	46%	59%	66%	68%	89%	61%	#DIV/0!	#DIV/0!		

Stats Report

HOPE Humane Society

October, 2018		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
# of Surgeries	Dogs						107	70	51	30	37			295
	Cats						63	79	64	45	48			299
# of volunteer hours							2245	1742	1595	535	545			6662
Ending Dog Population	Regular	300	322	290	296	342	393	432	385	303	374			
	Transport Foster	49	8	33	27	14	17	8	14	3	3			
	Foster	67	75	87	98	42	53	70	138	80	61			
Ending Cat Population	Regular	221	156	135	169	226	241	224	180	147	119			
	Transport Foster	0	0	1	1	1	1	0	0	0	0			
	Foster	74	80	81	110	64	87	100	125	87	82			