



## Annual Report January through December 2006



Animal Welfare Society Animal Shelter—23 Poor Farm Rd., Kearneysville, WV 25430  
[Corner of Poor Farm & Old Leetown Pike Rd. west of Jefferson County Fairgrounds]



## Annual Report to Members of the Animal Welfare Society of Jefferson County

As of December 31, 2006

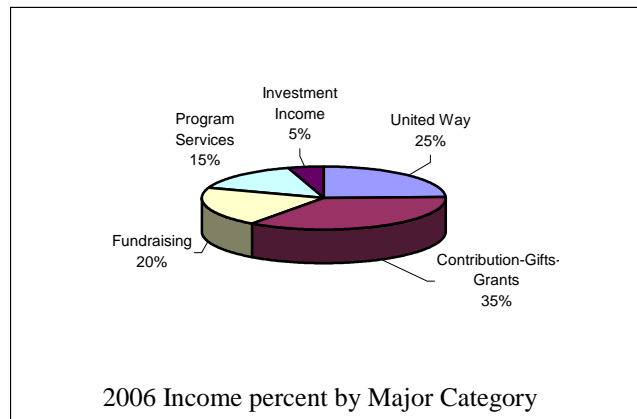
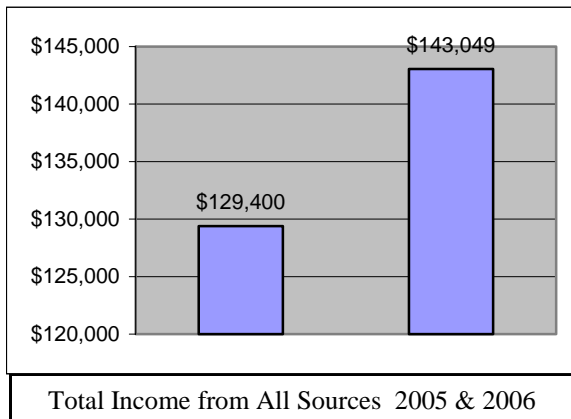
December marked the end of the first year of my second term as president of the Society. Personally, I wish to thank members of the Board of Directors for their support and our volunteers for their time, energy and hard work in advancing the goals of the AWS. The dedication of these individuals demonstrates their compassion for homeless, neglected and unwanted domestic dogs, puppies, kittens and cats. The active involvement by Board members and volunteers is critical to the success of our fundraising efforts and continues to be one of our most important resources.

Finances are the single most critical and variable area of our operation as a small non-profit organization. Without adequate income from supporters who make donations and join the Society as members and our affiliation with the United Way of the Eastern Panhandle, we would be unable to meet the ever-increasing demands of the community. The continued abandonment of unwanted animals at the shelter, especially during the hours of night, continues to be problematic. These abandonments increase our shelter animal population in a way that we are unable to control and place additional demands we are unable to anticipate on our staff and finances.

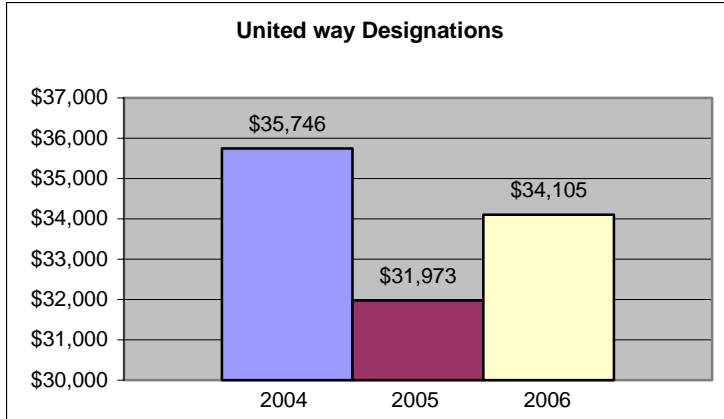


### Income and Revenue Position:

Funding to support our shelter operations is obtained from a number of sources. These sources include donations, membership, fundraising events and the United Way of the Eastern Panhandle of WV. Total income from all sources during 2006 was \$143,039 compared to \$129,400 in 2005.



For 2006, investment income was \$6,592 compared to a loss of \$3,073 in 2005. Year to year, funding from United Way designations to AWS accounts for between 25% and 35% of our annual income. For 2006, United Way accounted for 24% of our total income. 2006 funding from United Way was \$34,195 compared to \$31,973 in 2005 and \$35,746 in 2004.

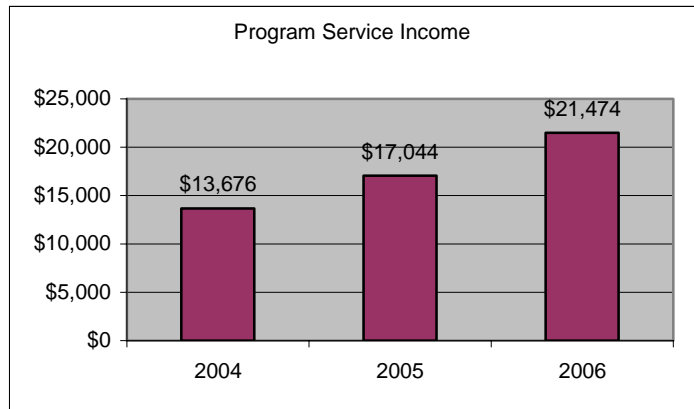


It is important to note that a UW designation does not “guarantee” receipt of those funds but merely that individuals participating in United Way campaigns have pledged a donation. The individual donors must complete their donation to United Way in order for the funding to be passed to the participating agency.

We held our 2<sup>nd</sup> annual Paws and Claws Ball; a dinner dance and live auction. This year, we grossed \$20,549 as compared to \$20,046 in 2005. Direct ex-

penses were \$5,414 for 2006 and \$5,847 in 2005. Net income was relative flat this year at \$15,135 compared to \$14,199 in 2005.

Income from AWS programs, including rabies vaccination clinics, adoption and relinquishment fees, spay-neuter and medical treatment increased 26%, or \$4,430, to \$21,474. Program income in 2004 was \$13,676; \$17,044 in 2005.



AWS ended the year with a net profit of \$3,512 as compared to a 2005 loss of \$10,281. Our cash reserves totaled \$107,674. Reserves include a \$30,000 restricted Certificate of Deposit is held

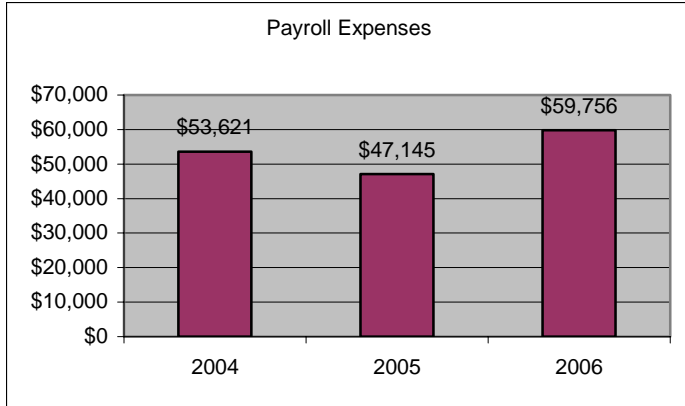
at BB&T (AWS cannot withdraw the principal amount but receives cash dividends), \$25,380 in Verizon stocks and \$52,294 in diverse investments at Commonwealth Financial. Therefore, our actual cash available for contingencies is \$77,674.

### Expenses:

Overall, total operation expenses remained stable and were \$139,572 for 2006 compared to \$139,680 in 2005. However, some categories such as payroll and veterinarian fees saw significant increases.

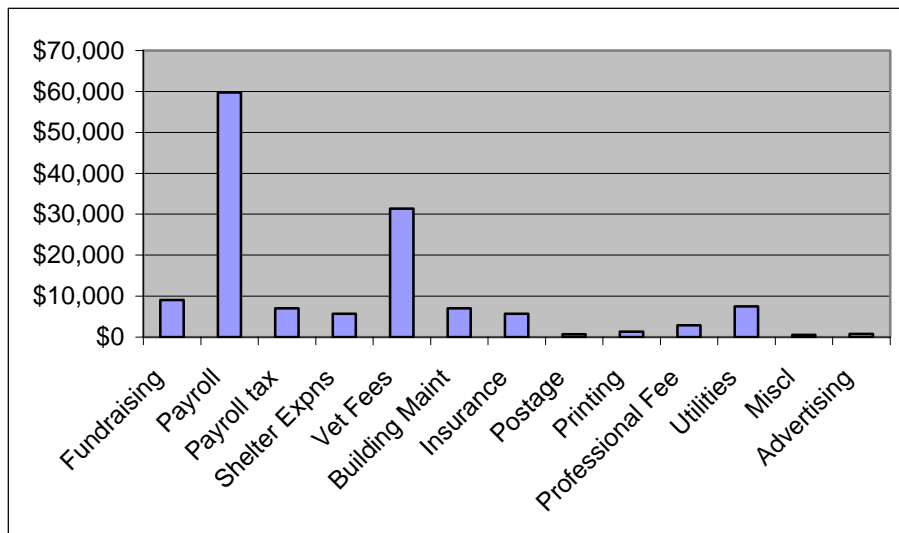
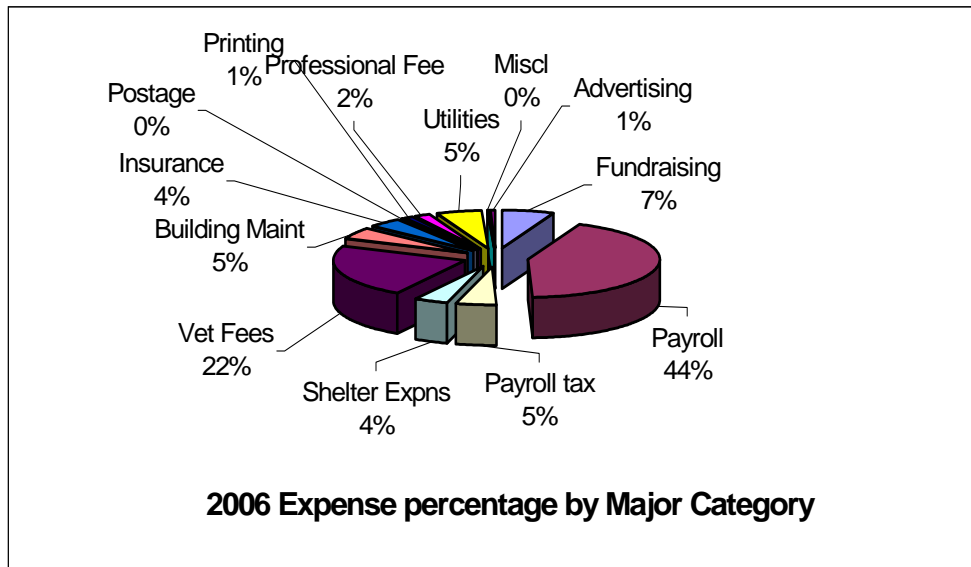
Fundraising expenses increased from \$8,556 in 2005 to \$9,062 in 2006.

Building maintenance costs which includes the shelter facility and grounds but excluding utilities were \$11,553 in 2006 compared to \$17,666 in 2005 a decrease of \$6,113. However, utilities costs continued to climb totaling \$7,505 in 2006 from \$6,581 in 2005 and \$5,635 in 2004. Due to financial restraints, a number of building improvements & upgrades to the facility were deferred. These include replacement of kennel gates and fences which are 20-years old and the addition on several new outdoor kennels which are also in need to replacement.



While payroll wages decreased from \$53,621 in 2004 to \$47,145 in 2005, they increased \$12,611 to \$59,756 in 2006. Payroll expenses are the largest part of the AWS budget followed by veterinarian fees. Retaining qualified staff continues to be a significant challenge. Our ability to pay the staff competitive wages is challenging and while over the required minimum wage, not at a level that we would like.

Veterinary fees increased from \$28,484 in 2005 to \$31,349 in 2006. this is the third year of increases. In 2004, veterinarian fees totaled \$23,816.



**Shelter Operations and Outreach Programs:**

Our community outreach programs continue to be an important element of our service to the community. In 2006 we held two rabies vaccination clinics. During these clinics, we vaccinated 310 companion pets compared to 274 in 2005.

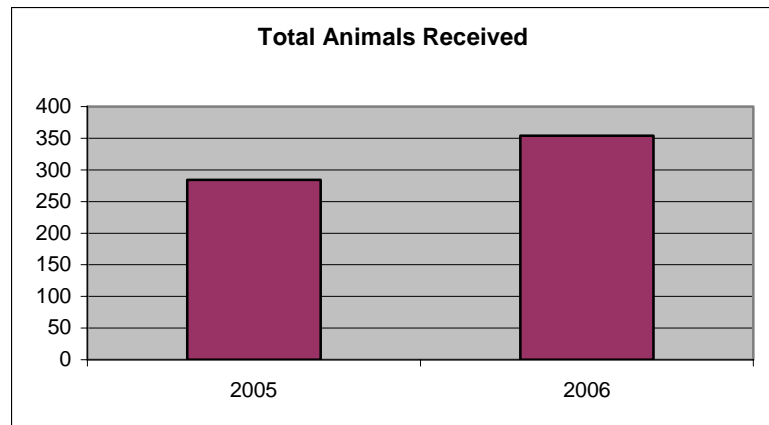


Our Pet Photos with Santa continues to be a favorite with the community.

AWS continues to distribute discount spay-neuter coupons to residents of Jefferson County. These discount coupons make it less costly for someone with limited financial resources or on fixed incomes to have their pet spayed or neutered. The program helps to control unwanted pet birth rates. Since the continues growth of the unwanted pet population continues to be a problem – and growing as does the population of Jefferson County – this program is a critical element in helping control the unwanted pet population. We distributed over 315 spay-neuter discount coupons in 2006.

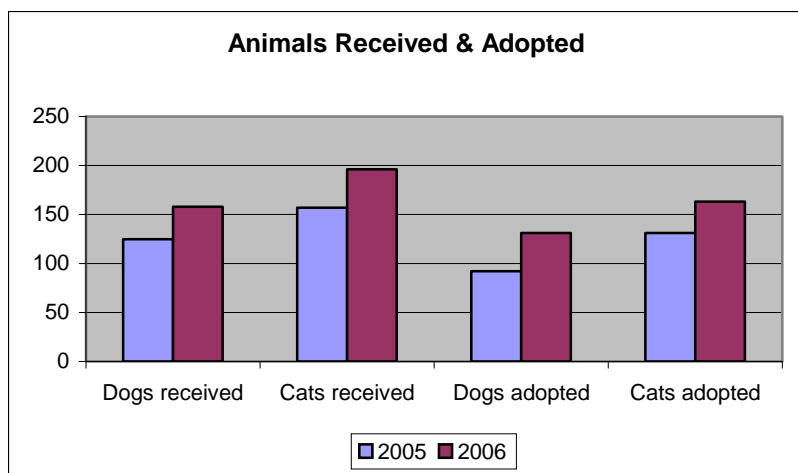
**Animal intake and adoptions:**

For 2006 our shelter animal records indicted that we received 354 animals into the shelter, which included 196 cats/kittens and 158 dogs/puppies. This is an increase from 2005 when we received 157 cats/kittens and 127 dogs/puppies. Of the dogs received by AWS, 41 came from Jefferson County Animal Control where they would have been destroyed if not removed. The majority of these animals were mother dogs and puppies that had been issued a death sentence should they remain at Animal Control.



Animals placed in new adopted homes increased and included 163 cats/kittens and 131 dogs/puppies compared to 111 cats/kittens and 92 dogs/puppies in 2005.

Unfortunately, due to financial considerations and space available in the shelter, we were forced to turn away a number of animals and were unable to meet the full demand of the community.



Our affiliation with the Pet Finder network, a national organization of shelter and animal rescue organizations continues to assist us in placing animals. Their Internet web site compliments the AWS site and has increased our visibility nationally. Since our affiliation with Pet Finder, animals in our shelter receive national exposure. There is no cost to AWS.

In November, AWS partnered with Petco – an national animal specialty retail chain – that opened a new store in Ranson. Through this partnership, AWS has 6 kennels in the store where we have “cats in residence” that are ready to be adopted. This exposure has been a tremendous asset to our mission. Since the store opened – a mere 2-months ago - we have placed 35 cats/kittens and 4 dogs/puppies. Adoptions are processed directly from the store.



In 2007, the Board of Directors is focused on continuing to improve the financial position of the Society. Several initiatives already underway will be expanded. These initiatives include:

1. A renewed effort to enhance revenue generation. This will be accomplished in a number of ways including 1) expansion of our spring direct mail campaign base to include key population centers of the county including Shepherdstown, Charles Town, and Harpers Ferry addresses, and 2) direct contact with our local business community. While this initiative was expanded in early 2005, we need to continue to target high-population areas of Jefferson County.
2. Increase in the size of our Board to the Bylaws authorized size of 15 members.
3. Additional volunteer base to assist staff and maintain salary expenses at appropriate levels.
4. Implementation of a “Spay-Neuter Day” in line with the Doris Day Foundation. Local veterinarians are encouraged to set aside 1-day each year to perform no-cost spay-neuter procedures for community residents.

My deepest appreciation and gratitude goes to all Board members of the Society, the dedicated staff under the direction of Animal Care Manager Stephanie Jenkins leadership, our members and donors and United Way of Jefferson County without whose support we would not have been able to continue our 54-year long tradition of serving domestic pets in need and the community.

The Animal Welfare Society of Jefferson County is the ONLY shelter facility in the county that serves dogs, puppies, cats and kittens and that is community based organization led by an unpaid, all volunteer Board of Directors whose members are residents of Jefferson County.

It is truly an honor for me to have served as your President. I thank each of you for your support during my term.

Respectfully submitted,

Bill Dunn  
President

## Animal Welfare Society of Jefferson County

01/09/07

## Profit &amp; Loss by Class

Accrual Basis

January through December 2006

	Unclassified	TOTAL
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Contributions, gifts &amp; grants</b>		
Foundation grant	1,500.00	1,500.00
Gifts during adoption	812.00	812.00
Solicitation letter	11,480.00	11,480.00
Gifts during Fundraiser	416.00	416.00
Special Medical	2,530.00	2,530.00
General	11,107.88	11,107.88
Membership Dues	2,165.00	2,165.00
Memorials	10,287.00	10,287.00
Jefferson Co Comm	10,000.00	10,000.00
United Way		
Frederick Co	492.03	492.03
Jefferson Co	34,459.00	34,459.00
<b>Total United Way</b>	34,951.03	34,951.03
<b>Contributions, gifts &amp; grants - Other</b>	130.00	130.00
<b>Total Contributions, gifts &amp; grants</b>	85,378.91	85,378.91
<b>Program Service Income</b>		
Gifts during Adoptions	4,410.00	4,410.00
Adoptions	3,925.00	3,925.00
Spay/Neuter	6,340.00	6,340.00
Rabies Clinics	2,352.00	2,352.00
Relinquish fees	330.00	330.00
Medical	2,090.50	2,090.50
Feline Leukemia	658.00	658.00
Rabies Shots	1,368.00	1,368.00
Program Service Income - Other	0.00	0.00
<b>Total Program Service Income</b>	21,473.50	21,473.50
<b>Investment Income</b>		
<b>Commonwealth Investments</b>		
Comm Interest	205.41	205.41
Comm Dividends	229.68	229.68
Comm UGL	1,209.73	1,209.73
<b>Total Commonwealth Investments</b>	1,644.82	1,644.82
Interest	240.77	240.77
CD Interest	888.00	888.00
<b>Verizon Dividends</b>		
VS UGL Inc	2,649.00	2,649.00
Verizon Dividends - Other	1,169.74	1,169.74
<b>Total Verizon Dividends</b>	3,818.74	3,818.74
<b>Total Investment Income</b>	6,592.33	6,592.33
<b>Fundraising</b>		
Misc	15.00	15.00
cash bank	200.00	200.00
Raffle	240.00	240.00
<b>Paws &amp; Claws</b>		
Auction	6,545.00	6,545.00
Tickets	6,409.00	6,409.00
Donations	845.00	845.00
Sponsorship	6,750.00	6,750.00
<b>Total Paws &amp; Claws</b>	20,549.00	20,549.00
Road blocks	2,169.09	2,169.09
Flower Sales	3,047.00	3,047.00
Pet Photos	508.00	508.00
Fundraising - Other	2,149.99	2,149.99
<b>Total Fundraising</b>	28,878.08	28,878.08

**Animal Welfare Society of Jefferson County**  
**Profit & Loss by Class**  
**January through December 2006**

	Unclassified	TOTAL
<b>Sales of Inventory</b>		
Misc	291.00	291.00
Shirts & Clothing	240.32	240.32
Cards & Misc	134.86	134.86
Sales of Inventory - Other	50.00	50.00
<b>Total Sales of Inventory</b>	716.18	716.18
<b>Total Income</b>	143,039.00	143,039.00
<b>Expense</b>		
<b>Fundraising Expenses</b>		
Sponsorship awards	400.00	400.00
cash bank	200.00	200.00
Booth fee	35.00	35.00
Rabies Clinic	280.80	280.80
Flower Sales	2,731.96	2,731.96
Paws & Claws	5,414.59	5,414.59
<b>Total Fundraising Expenses</b>	9,062.35	9,062.35
<b>Payroll Expenses</b>		
Wages	59,756.17	59,756.17
<b>Total Payroll Expenses</b>	59,756.17	59,756.17
<b>Payroll Taxes</b>		
Fica	3,704.90	3,704.90
FUTA	0.00	0.00
Med FICA	866.45	866.45
SUTA	808.53	808.53
Workers Comp	1,668.67	1,668.67
<b>Total Payroll Taxes</b>	7,048.55	7,048.55
<b>Shelter Expenses</b>		
Team building	562.07	562.07
Staff Supplies	35.15	35.15
Animal Supplies	3,204.91	3,204.91
Animal Food	286.96	286.96
Office Supplies	378.48	378.48
Mileage & Gas	1,018.02	1,018.02
Water cooler	247.26	247.26
<b>Total Shelter Expenses</b>	5,732.85	5,732.85
<b>Veterinary Fees</b>		
Rabies Clin expen	280.00	280.00
Parvo test	36.00	36.00
Parvo treatment	102.30	102.30
Spay/Neuter Coupons	5,214.00	5,214.00
Special Meds	2,375.00	2,375.00
Spay/Neuter	9,831.50	9,831.50
<b>Meds &amp; Supplies</b>		
Tresaderm solution	42.00	42.00
Supplies	101.00	101.00
Advantage	394.00	394.00
Amoxicillin	100.00	100.00
Zeniquin	190.00	190.00
Terramycin	95.50	95.50
Clavamox	295.50	295.50
Needles	45.00	45.00
FVRCP	1,040.50	1,040.50
Drontal	5,011.00	5,011.00
DHLPP	276.00	276.00
Meds & Supplies - Other	260.60	260.60
<b>Total Meds &amp; Supplies</b>	7,851.10	7,851.10

**Animal Welfare Society of Jefferson County**  
**Profit & Loss by Class**  
 January through December 2006

	Unclassified	TOTAL
Burial	1,558.00	1,558.00
Euthanasia	599.00	599.00
Feline Leukemia	981.00	981.00
Rabies	2,118.00	2,118.00
Other Fees	403.20	403.20
<b>Total Veterinary Fees</b>	<b>31,349.10</b>	<b>31,349.10</b>
<b>Maintenance</b>		
<b>Building</b>		
Air filtration	267.00	267.00
Appliances	296.13	296.13
Pest extermination	360.00	360.00
Plumbing	1,245.26	1,245.26
Cleaning Supplies	3,652.69	3,652.69
<b>Total Building</b>	<b>5,821.08</b>	<b>5,821.08</b>
<b>Grounds</b>		
Mowing	1,200.00	1,200.00
<b>Total Grounds</b>	<b>1,200.00</b>	<b>1,200.00</b>
<b>Total Maintenance</b>	<b>7,021.08</b>	<b>7,021.08</b>
<b>Advertising</b>		
Introductions	450.00	450.00
Employment	252.90	252.90
Advertising - Other	55.00	55.00
<b>Total Advertising</b>	<b>757.90</b>	<b>757.90</b>
<b>Insurance</b>		
Liability	5,252.00	5,252.00
Property	368.00	368.00
Other	100.00	100.00
<b>Total Insurance</b>	<b>5,720.00</b>	<b>5,720.00</b>
<b>Miscellaneous</b>		
Adoption refund	120.00	120.00
Bank Charges	241.60	241.60
Miscellaneous - Other	157.00	157.00
<b>Total Miscellaneous</b>	<b>518.60</b>	<b>518.60</b>
<b>Permits, Dues &amp; Licenses</b>	<b>154.25</b>	<b>154.25</b>
<b>Postage and Delivery</b>		
Bulk rate permit	199.00	199.00
PO Box	72.00	72.00
Stamps	63.00	63.00
Postage - Newsletter	170.32	170.32
Postage - Fundraising	167.64	167.64
<b>Total Postage and Delivery</b>	<b>671.96</b>	<b>671.96</b>
<b>Printing and Reproduction</b>		
Business cards	128.00	128.00
Printing - Fundraising	1,090.75	1,090.75
Printing and Reproduction - Other	90.00	90.00
<b>Total Printing and Reproduction</b>	<b>1,308.75</b>	<b>1,308.75</b>
<b>Professional Fees</b>		
Auditing	1,120.00	1,120.00
Accounting	1,800.00	1,800.00
<b>Total Professional Fees</b>	<b>2,920.00</b>	<b>2,920.00</b>

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01/09/07

Accrual Basis

**Animal Welfare Society of Jefferson County**  
**Profit & Loss by Class**  
**January through December 2006**

	<u>Unclassified</u>	<u>TOTAL</u>
<b>Utilities</b>		
<b>Telephone</b>	1,179.49	1,179.49
<b>Electric</b>	3,528.06	3,528.06
<b>Trash</b>	711.15	711.15
<b>Propane</b>	2,086.80	2,086.80
<b>Total Utilities</b>	<u>7,505.50</u>	<u>7,505.50</u>
<b>Total Expense</b>	<u>139,527.06</u>	<u>139,527.06</u>
<b>Net Ordinary Income</b>	<u>3,511.94</u>	<u>3,511.94</u>
<b>Net Income</b>	<u><u>3,511.94</u></u>	<u><u>3,511.94</u></u>