

August 25, 2015
Board Meeting Minutes
6:30 to 8:00
Centre County PAWS, Inc.
Adoption and Education Center

Board Members/Staff Roll Call

Lisa Bahr, Yvonne Riley, Chris Kunes, Dave Abler, Bill First, Brian Eppley, Chris Faust, Cathy Barefoot, Kristin Dunmire, Bob Conn, Kristine Clark, and Laurie Knisely

PAWS Members

Jackie Wolfe, Debbie Bezilla

Member Question and Comment Period

Nothing at this time.

Action Item - Approval of July 28, 2015 Board Meeting Minutes – Cathy Barefoot

- Discussed the July 28, 2015 minutes – Bob [made the motion](#) to approve the July 2015 minutes and Yvonne [seconded the motion](#). All in favor, none opposed, motion passes.

Reports of Other Officers

Report of the President – Dave Abler

- Dave – Mentioned there will be an executive session after this meeting tonight.

Vice President’s Report – Yvonne Riley

- Yvonne – No report at this time.

Treasurer’s Report – Laurie Knisely

- Laurie – Report emailed by Brian.

Recording Secretary – Cathy Barefoot

- Cathy – No report at this time.

Staff and Committee Reports

Assistant Treasurer – Brian Eppley

- Brian – Emailed his report. We lost money this month. The mailer went out in July so that money is not included here. He did forecasts for the rest of the year compared to the last 3 years. Income looks to be higher this year. Based on years 2013 and 2014, we received 56% of our income for the year toward the end of the year. Worst case we are looking at \$8,600.00 loss. Income from the mailer is just coming in. Dog adoptions are coming around. Cat adoptions were very high in July. We received the income for the Kitten Days of Summer from our donor. We did have a few small events in July. We had a question about the money for the Fur Ball – it is from the sponsors for the Fur Ball. Medical expenses are in line. Worker’s comp – our new insurance agent for worker’s comp is going to start in September and it will be about \$3,000 less than last year when we had SWIF. Electric is on target compared to last year.

Director of Operations – Lisa Bahr

- Lisa – Emailed the report. We have negative percentage in the change in total volunteer hours for the first time ever. Dog volunteer hours are where the decline was. We need to keep an eye on this. Front Desk hours are down also. The Front Desk Committee thinks everything is going well. Maintenance items – the cattery wall project should take place over Christmas closing or shortly thereafter. We are going to double the kennels in the dog wing for the big dogs – we are just modifying what is there. Publicity Committee met last Thursday. When we send out our newsletter or Facebook postings, etc., we send our traffic to the website and our website is not mobile friendly. We can see if Schoolwires could make this more mobile friendly. Dave talked to Kathe Craig and Schoolwires was working on this. We need to see if this is a free option or see if we would need to pay for this. Bob will talk more about this with Kathe.

Director of Development and Marketing – Chris Faust

- Chris – Emailed her report. We will be receiving another estate gift from Huntingdon County. We might not get a huge piece because there were other charities listed before PAWS. We were approved for Stocker Subaru’s “Share the Love” campaign which starts October. The Bostiber Foundation grant of \$5,000 was denied. They are in Media PA and there are a lot of non-profit organizations there. Chris is submitting a \$2,500 grant proposal to the Freas Foundation, but she didn’t get the paperwork to ask for funding to have the concrete fixed by the dumpster. So we are asking for the grant to go to our Orphaned Kitten Program which we have been running. This is more appropriate. They have donated to us for the past 2 years. Kissinger, Bigatel and Brower (KBB) will have a check presentation and Chris will accept the check. She met with an employee from Metzger’s about our Surviving Pet Care program. Donations to Surviving Pet Care are restricted donations. The Fur Ball Committee meeting is at Kris’s home tomorrow night. We have confirmed more sponsors. We do have 3 gold sponsors already. The Spay/Neuter Matching Campaign mailing went out the first of August and some of the money is coming in. It will take us about 4 months to raise this money. We met with B94.5 Radio to be on the air to promote a “pet of the week” each week. We also

talked about other opportunities with them, like promoting volunteering, events, etc. This is new for us. Lisa will probably do some of this especially for the dogs. We do have many little things coming up in Sept and Oct.

Nominating Committee – Joan Ritchie

- Joan – Joan was not here.

Personnel Committee – Kristin Dunmire

- Kristin – No report at this time.

Strategic Planning Committee – Linda Friend and Jim Hermann

- Linda and Jim – Linda isn't here and Jim is out of town.

Unfinished Business

Developing Written Expectations for PAWS Board Members – Kris Clark (Discussion Item)

- Kris – handed out copies. She created a draft and sent it to Dave and then out to everyone. She incorporated the comments that she received. This is the final revision of the draft. This is the first time we are seeing this version which reflects everyone's comments. Next step would be for everyone to look at this and make further comments and send them to Kris for consideration and bring back another draft at the next meeting. As you go through, check for missing items or anything objectionable and any suggestions regarding wording to clarify matters. Dave wanted to thank everyone for their help with this this. Hopefully we can come up with a document that everyone will support. We have 11 regular board meetings a year, so attending 80% of them would be 9 meetings. The Bylaws say not to miss 3 consecutive meetings. We had a discussion about a few changes. We were trying to tread softly on the meaning of the statements in the document. We are using the word encouraged instead of expected in some of the statements. For the orientation for new board members, we need to talk about how Board meetings are run and how the Board operates and a tour of the building. In an orientation we need to be respectful of everyone's time. We will work on this and have it ready for the next Board meeting.
- Chris Faust mentioned that she was reading more Board related items on how to make Board meetings more exciting. Chris mentioned that Lisa has some great stories of how some of the animals come here. She pulled dogs from a place that was in foreclosure. And great cat stories for the benefit of all of us. A great story to kick off the Board meeting or to end the meeting might be nice. Is this something people would be interested in here? Maybe use these stories at the Fur Ball to get people to give. Even put these in our monthly newsletter. We could have the dog and cat teams give the stories.

Chris Kunes [made motion](#) to adjourn the meeting, Kris Clark [seconded the motion](#) – all in favor – none opposed – meeting adjourned. Meeting adjourned 7:22 PM.

Remaining 2015 meeting dates - September 22, October 27, and November 24