

February 24, 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, Jim Hermann, Chris Kunes, Dave Abler, Bill First by phone, Cristin Long by phone, Marilyn Eastridge, Brian Eppley, Chris Faust, Cathy Barefoot, Joan Ritchie, and Laurie Knisely

PAWS Members

Jackie Wolfe and Linda Friend

Member Question and Comment Period

Nothing at this time.

Action Item - Approval of January 27, 2015 Board Meeting Minutes – Cathy Barefoot

- Discussed the January 2015 minutes – Laurie [made the motion](#) to approve the January 2015 minutes and Joan [seconded the motion](#). All in favor, none opposed, motion passes.

Reports of Other Officers

Report of the President – Dave Abler

- Dave – Our Strategic Plan was originally set up as a three-year plan in 2013, but we've accomplished almost everything we planned to in a year and a half. So we could coast for a year and a half or come up with a more ambitious plan. Discussion about coming up with another plan. We decided to have more discussion about new goals and how to achieve those goals at a meeting this summer when our new members are on board.

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. As expected, not a great month with income and expenses. Both expenses and income are lower. Last year we had a donation in January, but this year it will be in February. We did not have an electric bill in January because we received it the end of December and paid it at that time. We tried to pay the bills in December that we received in December and the same for donations. Expenses for January are pretty normal. Medical was up in January. Restricted budget is at the bottom of the Income Summary page. Universal Sponsorships are up and will show up throughout the year in event income. Also, money specified for Capital Improvements is at the bottom. Comedy Club is in February this year, last year it was in March. Cat adoptions did very well in January.

Director of Operations – Lisa Bahr

- Lisa – Emailed the report. The Cat Team had a record year for cat adoptions and a record month in January, 49 cats were adopted. Discussed why January was such a good month. Usually January is a good month for cat adoptions. Front desk volunteering can be better.
- The Cat Team has been working to promote \$5 felines. The Cat Team met twice to develop a report for the Board concerning the \$5 Feline promotion. There was a question about what kind of categories the Cat Team was looking at. They have general categories. It was decided to leave this to an email Lisa will provide.

Director of Development and Marketing – Chris Faust

- Chris – Emailed the report. She wanted to thank the Board members that purchased tables for the Comedy Club. Also wanted to thank Joan for being a sponsor. The figures should be close to last years figures. We are still selling late show tickets. We had a discussion with an estate attorney. He has a client that wants to discuss his estate with PAWS. The discussion was about medical care and possibly building a PAWS center outside of Centre County. Chris had very good donor visits. Spay-ghetti dinner will be in March for spay/neuter funding. We did gain some new sponsors. June 27 & 28 are scheduled for the yard sale. Chris did a 6 month calendar and will get that out to the Board. We are finished with the brochures for the Planned Giving and Surviving Pet Care. We gave these to a few people and the materials are being distributed. A question was asked about how to get these brochures out when tax time comes around and is there a way to increase our distribution of these brochures. Chris mentioned that they are an awkward size to mail but she will think about a way to get these out to a larger group. Something to think about.

Also it was mentioned that we could offer a program at PAWS for local attorneys to discuss Planned Giving and Surviving Pet Care with Cristin doing the presentation.

Nominating Committee – Joan Ritchie

- Joan – We met tonight before the Board meeting, so our plans are to have two potential members that we are going to meet with. Laurie is up for reelection and was asked if she will run – she said yes, she will run. With Cristin’s departure, we have someone with a legal background that is interested. If anyone knows of anyone interested in running for the Board, please let Joan know. Are we interested in adding more Board members to our Board? Or do we just want to replace the two members leaving? Discussion. It depends on the candidate. There is a Financial Wealth Management advisor that would be a great addition to the Board. Marilyn suggested this person. Discussion about getting the right people for the Board and that we need to make them aware that there is no financial interest for them to join. Discussion. Does the Nominating Committee have any documentation ready so the candidates have an understanding of PAWS policies and mission statement? That might be something for the whole Board to do along with an orientation.
- A question was asked about how we might get more people voting at the election. Discussion. We have made it very well known when we are meeting and voting. It is on the PAWS website and social media. Discussion. Not sure what more we can do to get people to come to the meeting. We did have the bios for the Board members up for re-election on the Web last year. Discussion about asking more than two people to run for the Board. Suggestion about working harder to get the committees to come and vote. Also discussed getting members more engaged. Maybe the members don’t know what the Board does? A State of PAWS message might be something to put out before the election from the President. Lisa and Catherine were watching the newsletter to see how many people open it, how long they have it open and who deletes it without opening it. Discussion about the cats and dogs being represented by Board members. Discussion about who is on the Board that volunteers can go to if they need to discuss something. Maybe distributing the organizational chart would increase awareness of the different levels at PAWS. The organization chart has been updated and is on the web site. Discussed giving things like this to people in training to help them become more engaged.

Personnel Committee – Cristin Long

- Cristin – No report at this time.

Comments

- Request of modifications for the dog side – Chris K. looked at the dog wing to combine two kennels into one large kennel or a larger space. To add an opening inside would be an involved and an expensive project, but maybe we could change the outside chain link to make two spaces for dogs to get together.
- Chris K. also looked the cat side division in the cattery to make two rooms. The concerns he has are with heating, ventilation and the sprinkler system. This might work if a wall was constructed, making one room with an L shape and not taking the wall to the ceiling. We could still allow the maximum amount of light and space in this area. If this will achieve the plan on the cat side, it might cost around \$5,000 or \$6,000. We might have the ability to move a ceiling vent if needed.

[Jim made motion](#) to adjourn the meeting, [Chris K. seconded the motion](#) – all in favor – none opposed – meeting adjourned.

Meeting adjourned 7:30 PM.

2015 meeting dates - March 24, April 28, May 26, June 23, July 28, August 25, September 22, October 27, and November 24