

July 22, 2014
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, Marilyn Eastridge, Brian Eppley, Chris Faust, Cathy Barefoot, Joan Ritchie, Catherine Conlan and Laurie Knisely

PAWS Members

Jackie Wolfe

Member Question and Comment Period

Nothing at this time.

Action Item - Approval of June 24, 2014 Board Meeting Minutes – Cathy Barefoot

- Discussed the June 24, 2014 minutes – Laurie [made the motion](#) to approve the March minutes and Joan [seconded the motion](#). All in favor, none opposed, motion passes.

Reports of Other Officers

Report of the President – Dave Abler

- Dave – We voted to hire Catherine Conlan for our Shelter Assistant. Dave welcomed her to PAWS.

Vice President’s Report – Yvonne Riley

- Yvonne – No report at this time.

Treasurer’s Report – Laurie Knisely

- Laurie – Report emailed by Brian. We had a committee meeting last week and have a couple of things to discuss that we’ll be looking at within the next two weeks.

Recording Secretary – Cathy Barefoot

- Cathy – No report at this time.

Staff and Committee Reports

Assistant Treasurer – Brian Eppley

- Brian – Emailed his report. Look at the last pages of the report for the snapshot – for the month of May, we had a loss of \$11,000 which is usual for this time of year. Usually our last 5 months of the year are the strongest. We are consistent with past years. The third page has the year-to-date information for our budget. We are running better than last year for our budget and have less of a loss. We do have more income this year. A couple of things that stand out – the electric is still high but coming into range, 74% for the year. We should be within our budget or close to it by the end of the year. Medical was up and medical giving is also up. When we have large medical bills, Lisa tries to get people to give donations for those bills. Our spring mailer is at a 16% response rate and is beneficial. The spring mailer has brought in \$7,500. Adoptions for dogs and cats are up. Insurance – our Finance Committee discussed this. Worker’s compensation doesn’t audit until after the end of a year and we added many employees in 2013. This was caught in 2014. So we had to pay some worker’s comp owed for 2013 and a higher amount for 2014. Discussion.

Director of Operations – Lisa Bahr

- Lisa – Emailed the report. Kittens – we had a donor willing to cover kitten adoption fees for July. Any kittens applied for in July will be free. We expect July numbers to be good. 11 cats are adoption pending and 13 other cats that are application pending. Dog adoption fee income also looks good with the addition of so many puppies. Dog medical will also go up because we will be moving so many dogs. We might set a record this year. We lost one of our cats today. Alvin died today. Lisa talked about the reasons. “Caught you” cards – Staff really like them and give them to the volunteers. No one has redeemed the prizes.

Director of Development and Marketing – Chris Faust

- Chris – Emailed the report. Highlights for July – we received a \$25,000 gift from a donor. It’s Fur Ball time. The committee is meeting next week and Chris has been doing a lot of recruiting. Please let Chris know if you have any ideas for sponsorships for businesses. We are losing a universal sponsor this year. Chris has been talking to other business sponsors to “up” their level of sponsorship. She has solicitations going out in the mail. If you have names of businesses that might purchase tables at the Fur Ball, let Chris know. We are publicizing the “Corn Hole Tournament.” Our s/n matching gift from SVPL flyer is going to the printer. Lisa and Stuart were featured on WJAC-TV. We had kittens featured on WTAJ Central PA Live today. We have a lot of small things going on and coming up. Dave receives a list of who Chris is meeting with and the purpose of each meeting.

Nominating Committee – Joan Ritchie

- Joan – Nothing to report at this time.

Personnel Committee – Cristin Long

- Cristin – Is not here.

Unfinished Business

2013-2016 Strategic Plan Implementation Update – Lisa Bahr and Chris Faust - Discussion

- Lisa – Emailed the report. The document lists the 5 goals with the metrics and tactics to achieve those goals and the progress we have made with each metric and tactic. This is only for discussion. The Board is to provide guidelines and policies to go by. This is to help clarify the role of the committees and through spay/neuter programs and education.
- We discussed the goals and progress in attaining the goals.
- We do have a few things that need to be done and things we want to continue working on. Discussion about the mailers - are we sending too many? Discussion. We are getting full color and full pages for our flyers at a discount. Can we mark some of the goals complete? Discussion. Do we have a time frame that we update this document? We approved it last summer and reviewed it in February and this month. We decided to review this plan every 4 months and make updates every 3 years.
- This plan is great and we appreciate all the work that goes into it.

[Yvonne made motion](#) to adjourn the meeting, [Jim seconded the motion](#) – all in favor – none opposed – meeting adjourned.
Meeting adjourned 7:18 PM.

Executive Session

The 2014 Board meeting dates are: August 26, September 23, October 28, November 25.

