

July 28, 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 by phone, Bill First, Brian Eppley, Chris Faust, Joan Ritchie, Kristin Dunmire, Bob Conn, Kristine Clark, and Laurie Knisely

PAWS Members

Jackie Wolfe and Debbie Bezilla

Member Question and Comment Period

Nothing at this time.

Action Item - Approval of June 23, 2015 Board Meeting Minutes – Cathy Barefoot

- Discussed the June 23, 2015 minutes – Joan Ritchie [made the motion](#) to approve the June 2015 minutes and Kris Clark [seconded the motion](#). All in favor, none opposed, motion passes.

Reports of Other Officers

Report of the President – Dave Abler

- Dave – Mentioned that at the last meeting's executive session all of the officers were elected for another year. Yvonne Riley as Vice President, Laurie Knisely as Treasurer, Cathy Barefoot as Recording Secretary and Dave Abler as President. He also thanked everyone for their service.

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. Income is a little under but that's normal for this time of year. Last year at this time we were about 40% of the budgeted income for the year. We are about 43% this year which is better than last year. On expenses, we should be around 50% for the year and we are pretty close. Looking at the last page, we lost about \$14,000 for the month. This puts us about \$44,000 under for the year. As far as things that stick out, cat adoptions are up but cat adoption fees are not as high (money wise) because of the Kitten Promotion. The income for the cats in June was from \$5.00 felines, Guardian Angels and donations. The medical mailer has brought in about \$5,000 more than last year. A new mailer is due to go out this week for SNAP. Medical expenses are under 50% of the 2015 budgeted amount and medical supplies over 50%. Medical supplies this include microchips, medical tests, vaccines, etc. In other news, we have started the 2014 audit.

Director of Operations – Lisa Bahr

- Lisa – Emailed the report. We had our Facilities Committee meeting this morning and wanted to talk to the Board about the fenced in areas for the dogs. The Facilities Committee voted in favor of building a new fenced in area for the dogs and the finances for this already exist as someone is covering the costs. It will be 150 feet by 90 feet on the north end of the property. This will include a covered seated area, a double entry and a path to the entry. The committee wanted to bring this to the Board's attention to make sure there were not any objections to putting this up.

Director of Development and Marketing – Chris Faust

- Chris – Emailed the report. The report that Chris handed out at the meeting has some modifications from the one she emailed. Chris received notification that we will be receiving 20% of an estate gift and the attorney said it should be around \$130,000. It will be coming in 2016. That was exciting to hear. Chris had discussions with two sets of people about Surviving Pet Care and gave them the paperwork just in case they are interested. Chris sent out the Planned Giving materials and Surviving Pet Care materials to Estate Attorneys in Centre County last week. For the Fur Ball, she is in the process of soliciting for Universal Sponsors and Fur Ball Sponsors. The Fur Ball is scheduled for October 24. Kris Clark graciously offered her home for the committee meeting last night. Chris is following up with potential sponsors. We have already received confirmed Gold Sponsors for this. She also talked about the auction items and live action items and how they are set up. This is our 10th year for the Fur Ball. Also discussed having some type of an award given to volunteers in Linette Courtney's name. Lisa asked the committee to put together a description for the award for the next meeting. We will add this to the agenda for next month's meeting. Chris submitted paperwork for a \$5,000 grant to help with our spay/neuter gift challenge, to the Botstiber Foundation and we should know by mid August whether or not we will receive any of that. And the first part of the Stocker Subaru Share the Love grant

was filled out. It won't take place until December. In August Chris is submitting another grant for \$2,500 to the Freas Foundation. The Freas Foundation is a small family foundation that supports non-profits' needs that are not met by their existing budgets. We've received gifts from them in the past. She talked to them this morning because we need concrete put in front of the dumpster because the doors need reinforced. We also have budgeted \$1,000 a year for painting inside the building. The spay/neuter mailer (matching donation) is going out. Bark in the Park is this Saturday. The Alumni Reunion is August 16 and Debbie Bezilla is chairing it. A running group called Left Right Repeat is holding a 5K trail run for Mt. Nittany Winery. PAWS will get \$5.00 of each registration fee. Chris will be away next week.

Nominating Committee – Joan Ritchie

- Joan – Nothing to report at this time.

Personnel Committee – Kristine Clark

- Kris – Nothing to report at this time.

Unfinished Business

Strategic Plan – Jim Hermann (Discussion Item)

- Jim – The Strategic Planning Committee met twice this past week. The current plan will be re-written. Dave did not send out the updated copy to the group yet, only to Jim and Linda. He was waiting to see if they had any changes. He will send the update to the group tomorrow.

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

- Kris – She passed around a document that she would like to share with everyone. She thinks this is an excellent template for PAWS. There are many things she likes about this document and one is how Board Members are expected to attend the organization's events and contribute financially to the organization based on the individual's ability. We are a face to the organization. It demonstrates in this document we are the outreach in the community and spokespersons for the organization. She supports that all Board members should go through an orientation. The Board members should be expected to know what goes on in the organization. She would like everyone to look at the document. Please email her comments and suggestions to Kris and she can add our suggestions and make a working draft with our comments imbedded. There was a discussion about looking at this as a business and letting representatives come to the Board when they need to. Maybe we shouldn't make it a requirement of the Board Members to go through all the training, or to make donations and go to all of the events but "encourage" the Board members to do these things. Make this document broader and focus on the business of the non-profit. Please send all comments to Kris.

[Jim made motion](#) to adjourn the meeting, [Joan seconded the motion](#) – all in favor – none opposed – meeting adjourned.
Meeting adjourned 6:55 PM.

Executive Session

2015 meeting dates - August 25, September 22, October 27, and November 24