

**March 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, Brian Eppley, Chris Faust, Cathy Barefoot, and Laurie Knisely

**PAWS Members**

Jackie Wolfe and Ellen Hermann

**Member Question and Comment Period**

Jackie - Just wanted to mention how wonderful we are.

**Action Item - Approval of February 24, 2015 Board Meeting Minutes – Cathy Barefoot**

- Discussed the February 2015 minutes – Jim [made the motion](#) to approve the February 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 – Nothing to report at this time

**Vice President’s Report – Yvonne Riley**

- Yvonne – Nothing to report at this time.

**Treasurer’s Report – Laurie Knisely**

- Laurie – Report was emailed by Brian.

**Recording Secretary – Cathy Barefoot**

- Cathy – Nothing to report at this time.

**Staff and Committee Reports**

**Assistant Treasurer – Brian Eppley**

- Brian – Emailed his report. On the profit and loss statement, you will see a loss of about \$6,000 for the month but our income was high, so we had a good month. We have over \$13,000 in spay/neuter vouchers that have not hit the budget this year. We are down only about \$12,000 for the year. Medical and vouchers are up. We expect our expenses will be less in March this year. Comedy Club did very well. We did receive a food bill and will be receiving another bill soon. We have \$19,000 budgeted. We had a question about the Guardian Angel income - is this for non-specific animals? Brian mentioned that if a specific cat or dog has been chosen for a Guardian Angel, the donation goes into adoption income. If a specific animal was not chosen, it goes into Guardian Angel income. Cat and dog income/adoptions are running above last year.

**Director of Operations – Lisa Bahr**

- Lisa – Emailed the report. Discussed the front desk volunteering hours numbers – one of the front desk people that is there often, has not been logging her hours. And we have one front desk volunteer that is no longer here. The front desk group is meeting tomorrow and Lisa will ask how things are going. Spring break was a rough week with everyone gone. Group volunteers - we have a new person working with groups of volunteers and these groups are usually students that need to put in hours. We can utilize their energy without putting a lot into training. History shows us these aren't the types of groups we need to spend our time training because they generally do not become regular volunteers on the cat, dog or front desk shifts.
- We have an amount budgeted for maintenance. We have fixed a few things that needed to be fixed.
- Volunteer Appreciation Week is April 12 through April 18 and we are planning things for every day that week. We will send out the daily events. We'd love everyone to attend. We had a Dog Shift Leader meeting and had an issue with a volunteer. We talked about ways to improve. Lisa would like to purchase T-shirts for the shift leaders for the dog and cat side.
- Lisa wondered if we could look at the volunteer agreement. She had incidents with a few volunteers who came to her to say they didn't know they could be bitten. Maybe we should add this to the training. Safety issues are gone over multiple times in the dog training. Also this could apply to the front desk volunteers. Cristin agreed to work on some language for this. Lisa will send her the current volunteer agreement.

**Director of Development and Marketing – Chris Faust**

- Chris – Emailed the report. She had 15 scheduled appointments last month. All Comedy Club sponsors were emailed, thanked and sent a survey. She received 9 responses. Bills for the Comedy Club have not all been paid yet because they came in late. Expenses will be around \$7,000 and we should net about \$12,500. It was a very successful evening. We had a “sold out” first show. Joan sold another table and a half. She sold almost 3 tables herself. Chris thanked all the people who sponsored tables. Stocker Subaru – we received \$14,306 from the Share the Love event, which is great. Their corporate headquarters kicked in money this year. Thank you to Stocker Subaru.

- Bill talked about getting together to discuss estate planning. Chris had a meeting with an adopter through Jackie Wolfe for surviving pet care. Outreach activities are going on.
- Paw Prints Year in Review has been printed and Chris wanted to thank everyone involved. She has been emailing it to our signature donors. The brochure is also on the website. It is a difficult piece to mail and would require extra postage. The On the Mend Fund flyer is at the printer and should be out in a few weeks. This is for medical care for our animals. May 5th and 6th is the Centre Gives event – PAWS is like the poster child for the non-profits in our area for this event. At a recent meeting on Centre Gives, Centre Foundation complimented us on the great job we do and mentioned us several times. More details at the next Board meeting. We also will have a \$5,000 match during the Centre Gives event.

**Nominating Committee – Joan Ritchie**

- Joan – Is not here but sent her report by email. The Nominating Committee has 3 candidates and will be meeting with them soon. They look very good and the committee feels they are strong candidates. They all have skills we could use on the Board. We had a question about how can we get more members to vote? Discussion.

**Personnel Committee – Cristin Long**

- Cristin – No report at this time.

Chris mentioned that Catherine doesn't come to these Board meetings but Chris wanted to thank the Board that we have someone to help Chris and Lisa (and the volunteers). Catherine is really owning her position and growing in confidence. She is great to have at PAWS and does a great job.

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

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