

November 25, 2014
Board Meeting Minutes
6:30 to 8:00
Centre County PAWS, Inc.
Adoption and Education Center

Board Members/Staff Roll Call

Chris Kunes, Dave Abler, Bill First by phone, Marilyn Eastridge, Brian Eppley, Lisa Bahr, Chris Faust, Jim Hermann, Cathy Barefoot, Joan Ritchie, and Laurie Knisely

PAWS Members

Jackie Wolfe

Member Question and Comment Period

Jackie wanted to thank Chris Faust for the wonderful Bingo event. Everyone had such a nice time.

Action Item - Approval of October 28, 2014 Board Meeting Minutes – Cathy Barefoot

- Discussed the October 28, 2014 meeting minutes – Laurie made [the motion](#) to approve the October minutes and Chris Kunes [seconded the motion](#). All in favor, none opposed, motion passes.

Reports of Other Officers

Report of the President – Dave Abler

- Dave – We will have a Board meeting in December to vote on the 2015 budget. This is in addition to the other meetings we had set up.

Vice President’s Report – Yvonne Riley

- Yvonne – Did not attend this meeting.

Treasurer’s Report – Laurie Knisely

- Laurie – Report emailed by Brian. Laurie mentioned that the 2013 audit has been completed and accepted. We are reviewing the investment policy and will have it ready for the first meeting in 2015.

Recording Secretary – Cathy Barefoot

- Cathy – Discussed the meeting dates for next year and decided to keep the fourth Tuesday of each month at 6:30 in the PAWS basement meeting room.

Staff and Committee Reports

Assistant Treasurer – Brian Eppley

- Brian – Emailed the report. October was a very good month. The last page of the report is the snapshot of expenses vs. income for the month. Adoptions are still pretty steady. We should be at 83% of income and expenses for the year. Expenses are a little higher for the year. The report is projecting to the end of the year, monthly and we should break even for the year. We had many vet expenses come in for spay/neuter, etc. Accounting fees – we had the audit. You will see the Workmen’s Compensation is high but we added people in 2013. The audit saw that our wages were high so we needed to make up for the additional Workmen’s Compensation from last year.

Director of Operations – Lisa Bahr

- Lisa – Emailed the report. Dog and cat adopter responses report is being passed around to the Board. One of Lisa’s goals was to improve public perception. She created cat-specific and dog-specific online surveys to help measure this and we get great feedback from them. We have had 89 responses in one month. Discussion of these survey responses. She sent out specific comments about how PAWS can improve, most of the comments have been very positive. Also comments for the adoption counselors have been very positive. Another positive, we have surpassed the 2013 SNAP numbers. We should be about 200 spays/neuters over last year’s numbers by the end of the year. October was an off month with almost everything. We’ve had very high medical expenses on the cat side for surgeries. Our building will be rekeyed soon. Discussion about rekeying the building. We have money in maintenance to pay for the rekeying. There are a few items for our facilities planning meeting that Bill is helping to work out. Nofeevember is just going ok – nothing amazing.

Director of Development and Marketing – Chris Faust

- Chris – Emailed the report. Highlights – Chris has had good visits with donors - we had a donor make 2 separate gifts which helped us reach our goal of \$30,000 for the matching funds. Bingo went really well and we raised \$8,900.00 net which includes the universal sponsors. We had over 300 people there. We have a lot going on in December. We have had a lot of outreach from businesses. Mount Nittany Winery event is going on and they will donate 10% of their winery sales during Dec. 2 through 7. Pet photos will be December 4. Reliance Bank has a holiday party every year and the women in charge selected PAWS as the beneficiary this year. We will get donations from them. We have media things going on. Central Pa Live had two of our cats on the TV show. Our \$30,000 match for spay/neuter is going well. Question - how are we going to handle this match on our proposed budget for the upcoming year? Jackie had a conversation with Debbie Bezilla about it. Jackie has been very pleased

with us. Discussion. She has given consistently every year. If she wouldn't match it, we have the \$30,000 in spay/neuter funds left over from previous years to use for it.

Nominating Committee – Joan Ritchie

- Joan – Nothing at this time.

Personnel Committee – Cristin Long

- Cristin – Did not attend this meeting.

Unfinished Business

Action Item - Extension of \$5 Felines – Yvonne Riley

- Yvonne couldn't be here tonight but we can discuss this extension of the \$5 Felines and vote on it. Question about the OKP program - we talked about taking over the OKP program and having large medical expenses. We might have a good opportunity to raise some funds for this. Discussed raising the fees beyond \$5 and/or raising the kitten fees. We don't have any reason not to continue the \$5 Feline program. Lisa talked about the cat adoption numbers which are up this year compared to last year. We based our numbers for caring for kittens next year on the numbers that Anne Marie gave us. Anne Marie is very pleased that we are taking an active approach to taking over the OKP program. Question about medical expenses - we had a cat that had open heart surgery this year, ear canals repaired, eye removals for cats, etc. Cat adoptions for this year to date are 377 and cats adopted for all of last year are 358. More discussion about medical expenses. We added expenses into next year's budget for the expenses of extra kittens coming into PAWS with OKP closing. There has been talk from donors who wish to help with the medical expenses. \$5 Feline promotion is for 1 year. We can always revisit this if we have reason too. Many people give donations during this \$5 Feline promotion. Discussion about extending the promotion for 6 months instead of 1 year. The cat team voted to continue the \$5 Feline program. Maybe we could increase the fee in a graduated way per year, over a period of time. Discussion. Long term, we need a way to increase income. Question about times of the year that adoptions are slower – we try doing promotions during these months and maybe we can discuss this further in the future. When we have promotion in certain months, it is very hard on the volunteers.

Per Dave - have a 6 month extension right now. Have the Cat Team come back within 6 month with a recommended 3-year plan for adoption fees. And if the Cat Team does not come back with a proposal to increase the fee structure for the next few years the \$5 Feline would go to the end of 2015. Discussion.

- After this discussion, Chris Kunes made a [motion](#) to recommend going forward with the \$5 Feline for 6 months, then the Board will review the \$5 Feline program after the 6 months with the help of the Cat Team, so the Board can make recommendations for moving forward. Jim [seconded the motion](#) it. All in favor, none opposed, motion passes.

Laurie made a [motion](#) to adjourn the meeting, Chris seconded [the motion](#) – all in favor – none opposed – meeting adjourned. Meeting adjourned 7:39 PM.

Executive Session

A special Board meeting Thursday, **December 18**, at 6:30 in the PAWS basement to discuss and vote on next year's budget.

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