

**September 23, 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, Cristin Long, Marilyn Eastridge, Brian Eppley, Chris Faust, Cathy Barefoot, Joan Ritchie, and Laurie Knisely

**PAWS Members**

Jackie Wolfe

**Member Question and Comment Period**

Jackie – Jackie wanted to mention that she just sent Ripple the cat to his forever home. He has been at PAWS for 3 years and went to a very nice home.

**Action Item - Approval of July 22, 2014 Board Meeting Minutes – Cathy Barefoot**

- Discussed the July 22, 2014 minutes (we did not have an August meeting) – Marilyn [made the motion](#) to approve the July 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 except for cancelling the August meeting.

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

- Yvonne – No report at this time.

**Treasurer's Report – Laurie Knisely**

- Laurie – Finance Committee met this past week and Lisa will be discussing this during her report.

**Recording Secretary – Cathy Barefoot**

- Cathy – No report at this time.

**Staff and Committee Reports**

**Assistant Treasurer – Brian Eppley**

- Brian – Emailed his report. Not a bad month, we lost approximately \$7,000 this last month. The spay/neuter donations are still coming in plus the match money will be coming in. We are beyond the 8<sup>th</sup> month and should be at 66%. Brian ran projections through the end of 2014 based on last year's numbers. Income is projected to be up 36% and expenses up 27% this year. That would give us a surplus of \$27,000. This does not include the large donation we received last December. The electric bill is falling in line with a few months to go. We should be close to where we were last year. Giving for medical is up. Since income is up 36% and expenses are up 27%, we will pass our budget this year. It's good that we are growing. Questions about the income versus expenses for comedy club – Chris answered that we used less sponsorship money this year for the comedy club. We also had more people attend so our food expenses went up.

**Director of Operations – Lisa Bahr**

- Lisa – Emailed the report. We did another huge puppy intake this week. The Finance Committee discussed the \$5 Feline program and decided to continue it for 2015. The Orphaned Kitten Program (OKP) will be discussed at the Executive Session. Dog side – financial expenses are almost at 100% of this year's budget, but our intakes are also up and the income is also over 100%. SNAP – this is the first year for Huntingdon County vouchers – we are only using approximately \$5,000 this year on Huntingdon County and maybe we want to think about expanding to another county. Lisa added charts to the volunteer report. She wanted to point out that all of the figures for 2014 look good except for a drop in hours at the front desk in August. We lost 3 long-time front desk volunteers. Things are looking better this month and we will have full shifts at the front desk. Medical updates - Suzie's last day was this past weekend. IT – the display monitor is in and Catherine has figured how to run the signage software for the monitor. Maintenance – several questions – first the sloping of the drains in little dog room? Also wanted to talk to Bill and Chris about how to double up some of the kennels. Talked about doubling some of the main kennels by cutting a hole between two kennels and using a door between them. Our facility can hold over 30 dogs but we don't have the volunteers or staff. Some of the larger dogs could use a larger space. The insurance people suggested as a general recommendation that we re-key our building every 5 years – we've been in the building for 7 years. On insurance, Bill and Lisa got quotes and met with several agencies. They recommended to the Finance Committee that we go with Logan Insurance (Erie) – agent Matt Hill, and the Finance Committee agreed. After going to these meetings we decided we were underinsured. Matt Hill's suggestion was to go to \$500,000 of officers and directors coverage, and to add coverage for dishonest employees and bond all employees. Lisa updated the foster forms because our dog and cat fosters are on their own with respect to insurance. We are having a Fiesta this Sunday for volunteer appreciation. And we had leash covers made.

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

- Chris – Emailed the report. Everything is in her report. For the Fur Ball, we have great auction items. Ticket sales are slow and many people are out of town that weekend. Discussion. We need the Fur Ball to be on a non-football weekend. We have many new people coming this year. We are down about 5 or 6 tables that seat 8 people. Chris offered volunteers the opportunity to come to the Fur Ball at cost and received a few responses. This is PAWS' largest fundraiser. Corn hole was postponed due to rain and will be held April 25<sup>th</sup>, 2015. 34 teams have signed up. PAWS was clearly coming out as the non-profit that most people were choosing. Our S/N efforts have been received very well. We do have some of our S/N posters on display on campus. Sneezy the Squirrel, who is on one of our posters, went viral online this summer and we will ask the owner of Sneezy's Facebook page to re-post about PAWS S/N to promote our cause. Home Delivery Pizza will be hosting "Pooches on the Patio" on October 15. We will get 15% of the food sales. Entertainment starts at 7. She might do this monthly starting this spring. Positively Pets would like to partner with us. Discussion about the Fur Ball - trying to make it better and more fun and maybe changing the time of year. We are going to try a safari as an auction item this year and everything over \$3,000.00 goes to PAWS. There is a family that offers these safaris to charities.

**Nominating Committee – Joan Ritchie**

- Joan – No report at this time.

**Personnel Committee – Cristin Long**

- Cristin – No report at this time.

[Chris made motion](#) to adjourn the meeting, [Yvonne seconded the motion](#) – all in favor – none opposed – meeting adjourned. Meeting adjourned 7:20 PM.

**Executive Session**

The remaining 2014 Board meeting dates are: October 28, November 25.