

**Centre County PAWS, Inc.**  
**Board Meeting Minutes**  
**February 25, 2020, 5:45 – 7:00 pm**  
**PAWS Adoption and Education Center**

Board Members/Staff Attending: Dave Abler (presiding), Lisa Bahr, Mike Chilcot, Bob Conn, Brian Eppley, Chris Faust, Reenie Ferretti, Ginny Ishler, Ryan Macaluso, Ginny Newman, Heidi Petruzzi (recording), Yvonne Riley, Joan Ritchie

PAWS Members and Guests Attending: None

Dave Abler called the meeting to order at 5:46 pm.

#### **Member Questions and Comments**

None

#### **Action Item - Approval of January 28, 2019 Board Meeting Minutes - Heidi Petruzzi**

Bob moved to approve the minutes. Mike seconded the motion. The minutes were approved unanimously.

#### **Officer Reports**

President Report - Dave Abler officially announced that the Board unanimously voted to offer the position of Executive Director to Lisa Bahr and that she accepted. Lisa was congratulated with a round of applause.

Vice President Report – Virginia Ishler did not have a report.

Treasurer Report – Reenie Ferretti noted that the financial report was restructured. The first page now is a high level Summary Income Statement designed to focus attention on the bottom line, with certain items highlighted in the notes on the bottom of that page. Where possible, the budget now shows when income and expenses actually occur, rather than just dividing each line item by twelve.

Unpredictable income and expenses still are divided by twelve and distributed evenly throughout the year.

Recording Secretary Report – Heidi Petruzzi did not have a report.

#### **Staff and Committee Reports**

Director of Finance Report - Brian Eppley emailed and distributed the finance report. Brian thanked Reenie for all of her work creating the new financial report. While the report's summary pages are what will be distributed at future meetings, all of the spreadsheets can be accessed via the emailed report. The Finance Committee and Lisa will be monitoring the budget carefully on a month to month basis. Any significant deviations from the budget will be highlighted in the notes below the Summary Income Statement. The balances in the Medical and Capital Reserve accounts will be more stable under the new system. Operational reserves will fluctuate throughout the year. There is a projected deficit for this year so more cash was moved to organizational reserves in February. The new financial report design also includes a page dedicated to income and expense totals on a year to year and month to month basis. In the detailed spreadsheets, a few line items are split by twelve when it is impossible to predict the timing of expenses or income.

The Centre Foundation PAWS fund produces an annuity for PAWS and has fees associated with it that are deducted from the annuity. PAWS could reach out again to estate attorneys in the area so they know that estate gifts may be bestowed directly to PAWS or given through Centre Foundation. Mike noted that there is a local group of estate attorneys that PAWS could contact.

Bob asked if it is time for a social media donations line item, potentially under development. Brian will look at the different possibilities for tracking these donations in the spreadsheets.

Director of Operations Report – Lisa Bahr emailed her report. Lisa will continue giving the operations report until there is someone to take over. In the last few months, Lisa started including a list of euthanasias for the month. Dog adoptions are starting strong. Lisa has met with most teams and groups to review the Mission, Vision, and Values Statements. Primarily, she discussed the purpose of the statements and how to integrate and promote them. The response has been positive.

Lisa had a strategic meeting with the cat intake and cat SNAP teams about how to keep growing numbers in those areas as well as figure out how to manage the associated expenses. Barbara will keep track of addresses associated with SNAP voucher requests so we can try to ensure that the vouchers go where they are needed most. Lisa and Barb are going to revise the voucher messaging.

PAWS has been receiving dogs through the new Centre County Humane Officer. Officer Walstrom now has a dedicated email and he is attempting to alert PAWS to potential intakes so that we can prepare better. The community is very interested in the rescues that result from his efforts. Harold Walstrom is a retired dog warden for Centre County. He is sworn in for Centre County but is not a County employee. He saw the need for someone to respond to cruelty complaints and he is not drawing a salary. Hope's Dream is organizing the cases for him. Reenie noted that PAWS should contemplate different avenues for messaging about these humane rescue animal stories if PAWS needs to raise money for associated medical expenses. Many of the rescues will be breeding dogs, so the message could focus on people who have an affinity for those particular breeds.

SNAP is high again so far this year.

Development and Marketing Report – Chris Faust emailed and distributed the development report. It has been a very busy February. Comedy Club was a record success, raising more than \$15,000. Chris expressed thanks to Joan for being the Best in Show Sponsor and to Monica and Alicia for their 50/50 sales. Unfortunately, for the first time, the comedians were not very funny. The committee is concerned that this will effect next year's sales. However, the energy in the room was positive and one of the Husky rescue dogs was there. Reenie suggested getting Joe Machi, or someone like him next year. He is from State College and is a nationally known name in comedy.

Chris sent Max Rayback, a local estate attorney, a draft statement of intent for people who are interested in giving to PAWS through planned giving. Max advised having people submit the relevant page of their will along with the statement of intent. Chris will email a copy of the statement to Board members for their review.

The vet basket delivery went well. This was the fifth year for Thon explorers, with interest in PAWS placing it as the number two adventure for Thon. Next week, 52 first graders are coming to PAWS to read to cats.

PAWS raised money for Olympia's medical expenses on Facebook. The original goal was met in less than 24 hours and, when medical expenses went up, the second goal was met quickly. There are a number of Facebook fundraisers going on right now, including one official Facebook fundraiser. Bob believes there will be many more of these official events in the future, which is why he would like to see social media fundraising as a separate line item.

Centre Gives is May 12-13.

Nominating Committee Report – Joan Ritchie noted that things are proceeding rapidly. The election is May 26. The deadline for the Nominating Committee to interview potential candidates is March 15. The Committee must present a list of candidates to the Board by March 31. The petitioner's deadline is April 11. The Nominating Committee must notify everyone who will be on the ballot by April 28.

Currently, there are three strong candidates, each of whom would be up for a three year term with the potential for a total of three terms each. The Board members who are up for re-election, Reenie, Ginny I., Ginny N., and Dave, would be up for two year terms in order to better stagger term end dates among the Board members. These two year terms are not included in the three, three year term maximum because of the way the Bylaws are worded.

Personnel Committee Report – Yvonne Riley did not have a report.

Executive Director Search Committee Report – Monica Wright was not present.

### **Unfinished Business**

Membership Policies: Clarifications and Revisions - Dave Abler (ACTION)

Ryan moved to approve the modifications to the Membership Policies. Ginny N. seconded the motion. The clarifications and revisions to the Membership Policies were approved unanimously.

Yvonne moved to adjourn the meeting. Joan seconded the motion. The motion passed unanimously and the meeting adjourned at 6:47 pm, followed by an executive session.

The next PAWS Board Meeting is March 24, 2020.