

Centre County PAWS, Inc.
Board Meeting Minutes
February 23, 2021, 5:45 – 7:00 pm
Virtual Meeting on Zoom

Board Members/Staff Attending: Dave Abler (presiding), Lisa Bahr, Maureen Casey, Mike Chilcot, Reenie Ferretti, Ginny Ishler, Ryan Macaluso, Ginny Newman, Heidi Petruzzi (recording), Joan Ritchie, Susan Strohm, Colleen Williams, Monica Wright

PAWS Members and Guests Attending:
None

Dave Abler called the meeting to order at 5:47 pm.

Member Questions and Comments

None

Action Item - Approval of January 26, 2021 Board Meeting Minutes - Heidi Petruzzi

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

Officer Reports

President Report - Dave Abler did not have a report.

Vice President Report – Ryan Macaluso did not have a report.

Treasurer Report – Reenie Ferretti did not have a report.

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

Executive Director Report - Lisa emailed a link to her report notes.

Operations - The wait list numbers are very low. Lisa applied for and received a Home Depot grant that will pay for upgrades to the play yard entry and back entrance to PAWS; Home Depot employees will do the work. On behalf of the facilities committee, Ryan asked for recommendations for contractors in all categories so that the committee has options when seeking bids. PAWS has collaborated with Freedom Fences for over seven years to bring dogs from South Carolina up to State College, but transport logistics have become increasingly difficult. Next week an exciting new chapter begins when No Dogs Left Behind will fly dogs from Freedom Fences to PAWS. After a years long effort, PAWS now is an ACCT Philly approved transport shelter for animals at high risk for euthanasia in the Philadelphia area. Lisa also has been working with Cincinnati Animal CARE by meeting her brother halfway for transports, completing the third transfer last Sunday. PAWS had its first humane transfer this year (two dogs, one pregnant) and also the first bottle baby (kitten named Alaska). Adoptions remain by appointment only for the foreseeable future. Megan sent out a survey gauging volunteers' attitudes about returning to PAWS. The response rate was high and volunteers were overwhelmingly supportive, with many indicating that they will return to PAWS once they are fully vaccinated.

Personnel - Lisa sent out an update on the Operations Team, which no longer is interim and will continue to function as it has for the past several months. Lisa thanked Jeannette Macaluso for her invaluable help mentoring the management team and providing unbiased feedback and guidance.

IT - Salesforce is live and staff have started adding donations to the database. Additionally, PAWS is upgrading FormStack so that the forms will be entered into Salesforce automatically, saving the staff significant time over the current manual data entry method. Lisa also hopes to switch from PayPal in order to save on service fees.

Development - The VET Fund announcement went out and was well covered in the media. Many donations came in as a result of the coverage.

Finance - Brian emailed the summary statement. PAWS currently is operating at a loss of \$9,700, but that is better than projected. An estate gift put PAWS well on the way to meeting the planned giving goal. Cat medical and medical supplies expenses were very high last month. Medical expenses sometimes are high in January when end of the year bills are delayed. Adoptions numbers are similar to this time last year. Annual giving was down slightly since the mailer went out late. PAWS is looking for a new bulk mailer. On the balance sheet, total reserves plus the CD equal about one quarter of the annual operating budget. Endowment money was moved to the Vanguard account so that it could generate dividends. The VET Fund is not included in the PAWS budget, because it is a separate account and budget. Reenie suggested having the VET Fund checking account at a different bank in order to keep it completely separate from PAWS accounts.

Unfinished Business

Revised Employee Policies - Lisa Bahr

Board members discussed the proposed policy revisions. Lisa will work with Mike and Jeannette to refine to the policy and will send the new revision out to Board members for an email vote.

Nominating Committee Report - Joan Ritchie

Four Board members are running for re-election. Ryan, Monica, and Mike verbally confirmed that they are running for re-election. Joan has not had any responses to feelers put out to potential Board members. Reenie and Lisa talked with Zach at Leadership Centre County and are working on ideas generated from that meeting.

Meeting Theme: Next PAWS Strategic Plan - Lisa Bahr (lead) and Everyone

The strategic planning consultant that Lisa was hoping to work with is not available, so Lisa is considering some other options. She is looking for an experienced third party who can quickly and objectively guide the process. Lisa asked Board members to pass along any suggestions for someone to coordinate the strategic plan process. Dave noted that one question is the time frame for the strategic plan; should we consider a five year strategic plan instead of a three year one? Ginny N. suggested that PAWS contact the Penn State Office of Planning, Assessment, and Institutional Research; she will forward to Lisa the name of an appropriate contact person.

Joan moved to adjourn the meeting. Ginny N. seconded the motion. The motion passed unanimously and the meeting adjourned at 6:39 pm, followed by an executive session.

The next PAWS Board Meeting is March 23, 2021.