

**Centre County PAWS, Inc.**  
**Board Meeting Minutes**  
**January 26, 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 December 8, 2020 Board Meeting Minutes - Heidi Petruzzi**

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

#### **Officer Reports**

President Report - Dave Abler did not have a report. Dave thanked the entire PAWS community for all of the work that led to a successful 2020 for PAWS in the face of great difficulties.

Vice President Report – Ryan Macaluso did not have a report. Ryan seconded Dave's comments.

Treasurer Report – Reenie Ferretti arrived later.

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

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

*Operations* - It was a great year for cat adoptions, exceeding the previous best year by almost 100 adoptions. Dog adoptions were almost as good as last year. SNAP finished with nearly 1,800 community cats and dogs spayed or neutered. Lisa reviewed the 2020 Summary Counts and volunteer hour totals.

*IT* - The transition to Salesforce should wrap up this weekend. Alicia is the point person for training the staff on Salesforce. PAWS uses PayPal to process credit card transactions, QuickBooks to monitor accounting information, and Salesforce to track donors and donations, but the programs do not communicate with each other, requiring Brian to manually enter PayPal transactions into Salesforce (previously GiftWorks). This has been extremely time consuming for Brian and other staff members. The third-party software that allows Salesforce to talk to PayPal is not free, but the risk of data entry error and the staff time that currently is used to manually enter the information outweigh the purchase cost. Lisa also is looking for a lower cost alternative to PayPal.

*Development* - One estate gift arrived and another is expected soon.

The Dr. John Thomas VET Fund program structure is progressing, but is not complete at this time. There will be a press release in mid-February, but the program probably will not be operational until the end of April. Fred Metzger is enthusiastic about the Fund and is hoping that publicizing it will increase donations. The VET Fund will be used by both individuals and rescue organizations. Individual Fund applicants must pay 25% of the probable costs up front and then will receive a grant for the remainder of the estimated medical bills. Veterinarians will refer certain clients to the program when their animal has a 50% chance or greater of survival; the clients also must have applied for CareCredit and been denied in order to qualify for the Fund. Each quarter, some money will be set aside for grants to local animal rescues.

*Finance* - Overall, 2020 was a great year for PAWS. PAWS receive over \$96,000 in COVID relief grants. Donations were very strong. The only reserves used were \$16,000 from capital reserves to pay for capital improvements. Lower dog adoption numbers and the canceled youth program negatively impacted income. The Vanguard fund performed well; the dividends were set aside for a potential bad month and will be reinvested if they are not used in 2021. Reenie noted that the entire PAWS community made this outcome possible.

#### **Nominating Committee Report** - Joan Ritchie

Three year terms start with the election this year. Michael, Monica, Ryan, and Joan are up for re-election, with Bob's seat open as well. Joan needs help finding potential candidates and asked everyone for suggestions. Board members discussed the skills and characteristics that would complement the current Board composition. Joan would like to interview candidates in February and in the first part of March. Given the tight deadlines, Board members should get names of potential candidates to Joan as soon as possible.

#### **Unfinished Business**

Revised Employee Policies - Lisa Bahr

Lisa highlighted proposed updates to the revised Employee Policies. Jeannette Macaluso was heavily involved in writing and editing the document. Prior to the next Board meeting, Board members should send comments to Lisa so that she can bring a revised version of the policies to the next meeting for a vote.

#### **Meeting Theme: Development Plan and Events Calendar for 2021** - Lisa Bahr (lead) and Everyone

Lisa reviewed the Development Plan and Events Calendar month by month. The paver project is progressing. The virtual Pajama Party Auction/Raffle in March will include a gift card smorgasbord. Lisa passed along Chris' request for Board members to consider purchasing gift cards for the smorgasbord from local establishments that consistently support PAWS; Lisa will email a list of businesses to Board

members. Lisa discussed potential experiential auction items for the Pajama Party. Bingo events will be added to the calendar where possible; they are easy to put together, but the virtual events do not bring in as much money as in person bingo. Board members responded to Lisa's request for feedback about the Events Calendar.

Ginny N. moved to adjourn the meeting. Monica seconded the motion. The motion passed unanimously and the meeting adjourned at 6:57 pm.

The next PAWS Board Meeting is February 23, 2021.