

May 22 , 2018
Board Meeting Minutes
6:30 to 8:00 PM
Centre County PAWS, Inc.
Adoption and Education Center

Board of Directors Election

There are five candidates for the PAWS Board of Directors: Dave Abler, Doreen Ferretti, Virginia Ishler, Ginny Newman, and Yvonne Riley. Dave Abler passed out ballots to all of the members present. By a vote of the majority of members in attendance, all of the candidates were elected to the Centre County PAWS Board of Directors.

Board Members/Staff Roll Call

Dave Abler, Lisa Bahr, Kris Clark (via phone), Bob Conn, Brian Eppley, Chris Faust, Doreen Ferretti, Ginny Ishler, Ginny Newman, Joan Ritchie, Monica Wright, and Carolyn Lambert

PAWS Members and Guests

Jackie Wolfe and Laurie Knisely were present

Member Question and Comment Period

Jackie expressed a special Thank You to Chris F. and the Publicity Committee for a wonderful campaign for Centre Gives.

Action Item - Approval of January 23, 2018 Board Meeting Minutes – Carolyn Lambert

Bob C. made a motion to approve the minutes. Monica W. seconded the motion. The motion passed unanimously.

Officer Reports

President – Dave Abler

- Dave – Dave reported that Yvonne R. might not attend the meeting.

Vice President– Yvonne Riley

- Yvonne – Yvonne was not in attendance and no report was submitted.

Treasurer – Doreen Ferretti

- Doreen – No report at this time.

Recording Secretary – Carolyn Lambert

- Carolyn – No report at this time.

Staff and Committee Reports

Director of Finance – Brian Eppley

- Brian – Emailed the report. Brian noted that Revenue and Expenses should be 33.3% of the 2018 budget. Revenue is at 30.1% and expenses are 34.49%. He noted that dog adoptions were higher than usual for April. Cat adoptions were similar to 2017. He noted that Medical – Dog expenses were lower than usual in March and higher in April due to a dog's surgery expenses. Ginny I. asked when the Board becomes concerned about medical expenses. Brian responded that he looks at the expenses at the end of June to determine any budgetary concerns. Lisa stated that the expenses usually work out over the entire year. Chris F. commented that she was concerned about the 2018 income. Events have not been as successful as in 2017. Dave noted that donations from individuals surrendering animals was increased from 2017. Discussion continued on the decrease in donations and fundraising events this year. Ginny N. asked how decisions are made about medical expenses. Brian responded that Lisa makes sure to take advantage of all avenues to keep expenses in check. Lisa stated that the PAWS mission drives the decisions to provide the best care possible, without undertaking unnecessary procedures. If the budget is exceeded, the Medical Reserve Fund is used. When a dog needs special care, a Facebook fund is set up to help pay for the veterinarian care.

Director of Operations – Lisa Bahr

- Lisa – Lisa distributed her report. Lisa stated that the Finance report reflects her report as the number of cat adoptions in April was lower than previous months and the number of dog adoptions was higher than previous months in 2018. The number of SNAP vouchers redeemed was above average. Volunteer hours were lower than in 2017. Lisa has two interns who will be working at PAWS during the summer. The Maintenance Committee has created a list of desirable capital improvements, required maintenance items, and desired facility improvements that don't require large expenditures. Lisa met with a representative from the Hite Company to conduct an energy audit to see if switching to LED lights with a 5,000 – 6,500 K rating that is similar to daylight is economical. She also asked about changing light switches to motion detectors. Ginny N. asked if it would be possible

to have music piped into the cat kennel area. Following discussion regarding options for cat and dog wings, Bob C. agreed to explore the options with the IT Committee and report findings to Lisa.

Director of Development and Marketing – Chris Faust

- Chris – Emailed the report. Chris stated that the main topic was Centre Gives. She thanked everyone for being a part of the successful campaign for Centre Gives. She noted that Heather Mannion was key in the social media and video projects. Bob C. commented that the email list was successful in obtaining additional donations during the two days. Discussion followed on the history of PAWS' strategic planning for Centre Gives and the success of the targeted prizes this year. Bob C. stated that the Publicity Committee will be planning strategies for next year and hoped the Board would devote part of a Board Meeting next year to discuss strategies for the 2019 Centre Gives campaign. Ginny N. stated that she attended the Yappy Hour and felt proud to be a PAWS Board member. Lisa B. thanked the Board members for being advocates for the PAWS mission. Chris F. remarked that the Publicity Committee plan was to use positive messages promoting happy dogs and cats in videos to promote donations.

Nominating Committee – Joan Ritchie

- Joan – Joan reported that the Committee has recommended an individual to replace Laurie Knisely for the second year of her term. A vote on the individual will occur during the Executive session.

Personnel Committee – Kris Clark

- Kris – Kris reported that she and Ginny N. hosted the new Adoption Assistant and the Staff Assistant for lunch in May to discuss the PAWS organization and to get to know them.

Bob C. made a motion to adjourn the meeting. Ginny N. seconded the motion. The motion passed unanimously. Meeting adjourned at 7:35 PM, followed by an executive session.

Next 2018 meeting date – **June 26, 2018**