

**February 28, 2017
Board Meeting Minutes
6:30 to 8:00 PM
Centre County PAWS, Inc.
Adoption and Education Center**

Board Members/Staff Roll Call

Dave Abler, Kris Clark, Bob Conn, Brian Eppley, Chris Faust, Jim Hermann, Laurie Knisely, Chris Kunes, Yvonne Riley, Joan Ritchie, and Carolyn Lambert

PAWS Members

Jackie Wolfe and Samantha Walker were present. Kate Bowen attended as a guest.

Member Question and Comment Period

There were no questions or comments.

Action Item - Approval of January 24, 2017 Board Meeting Minutes – Carolyn Lambert

Bob C. made a motion to approve the minutes from the December 13, 2016 meeting. Kris C. seconded the motion. The motion passed unanimously.

Officer Reports

President – Dave Abler

- Dave – No report at this time

Vice President– Yvonne Riley

- Yvonne – No report at this time.

Treasurer – Laurie Knisely

- Laurie – Laurie stated that the Investment Committee met about the possibility of investing excess reserve funds. The advisers stated that PAWS' investment policy would need to be revised first. Investments should be made for at least five years.

Recording Secretary – Carolyn Lambert

- Carolyn – No report at this time.

Staff and Committee Reports

Director of Finance – Brian Eppley

- Brian – Brian presented the financial summary for January 2017. The financial status is better than for 2015 and 2016, partially due to the \$20,000 check received for the feral S/N program. The Capital Donation of \$4211 is the remaining amount from the \$5000 donation to fix the puppy room environment.
 - Questions/Comments: Joan R. asked if the expense amount for electric was normal. Brian stated that it reflected the December 2016 usage. Jim H. asked if there was an active Membership Committee and what was the rationale for the amount budgeted for memberships in 2017. Dave A. replied that there wasn't an active Membership Committee currently. Brian stated that budget amount for Membership was based on the 2016 budget. Dave A. noted the amount gifted above adoption fees for dogs in January. Brian stated that one adopter gifted an extra \$350. Joan R. asked if the food expenses had decreased since the change in brands. Lisa B. explained that the annual expense had decreased and that monthly expenses fluctuated due to quantities ordered. Two pallets were received in January.

Director of Operations – Lisa Bahr

- Lisa – Emailed the report. Lisa reported that 30 more S/N vouchers were redeemed in January 2017 than in January 2016. Twenty dogs and 42 cats were adopted in January, which is similar to 2016. Lisa reported that she met with the owners of the Happy Paws Mobile Vet service who are interested in assisting PAWS with spay/neuter clinics. Dr. VanGorder is prepared to do pediatric spays and neuters. He is exploring prices for medicines so they can provide Lisa with an estimate of their expenses and prices. The SNAP team met in January to discuss changes for 2017. Following discussion, the team will be presenting a proposal to the Board to sell vouchers for cats in all other counties for redemption at All Pets Veterinary Wellness & Spay/Neuter Clinic and Allegheny S/N Clinic. Lisa then mentioned that she is trying to get quotes for a new phone system, but has found that a new system is much more expensive than the current one. She will continue to explore possibilities with other companies. Last, she stated that the new pavilion was finished and will be great for the summer. She thanked Chris K. for the work his employees completed, even in inclement weather.

- Questions/Comments: Kris C. asked about the specific issues with the phone system. Lisa stated that the phones are too old to be replaced. There was a power outage which rendered voice mail inoperative for 1-1/2 days. The current phone system does not have a public paging system. She stated that the current expense is \$230/month and that quotes for new phone system are three times that. Kris C. asked how old the current system is and Lisa replied that it was nine years old. Lisa was able to add caller ID to the current system in January 2017. Bob C. stated that the phone system could be accomplished differently. He stated that the front door bell is connected to the phone system so that it will need to be considered with a new phone system. Jim H. asked if there was a list of desired features for the new phone system and Lisa replied that she had one. Dave A. noted that a new phone system was not in the 2017 budget. Dave A. asked for an update on the security system. Lisa stated that she needed to determine where to put the TV screen. Bob C. added that the security recorder station needed to be placed in a secure, clean location that was temperature controlled. Brian E. stated that his office would be acceptable. Wires will need to be run from the cameras in the front driveway, the front lobby, and the back entrance to the security recorder station. Chris K. offered to help run the wires.

Director of Development and Marketing – Chris Faust

- Chris – Emailed the report. Chris reported that the Happy Cat Yoga and the Pet a Pooch events were successful. The Paws for Cocktails is mainly a public relations event and Chris was pleased that ten new individuals came. The Comedy Club on Saturday, February 25th was very successful, raising \$12,500. Kris C. commented that the food was great and the evening was very enjoyable. The second show was not as well attended so Chris may recommend other options for next year. Future events include The Field Gives Back to PAWS on Monday, March 20th, Bingo on April 7th, and Centre Gives on May 9th and 10th. The radio station FREQ98.7 has been very cooperative in providing time for a PAWS animal visit. Kevin Shock has been very helpful taking animals. Last, Chris mentioned that she is working on the 2016 Annual Report. Discussion followed on the value of the Pet a Pooch events. Chris will be meeting with volunteers who are interested in helping with fundraising events on Monday, March 6, 2017 at 5 PM.

Nominating Committee – Joan Ritchie

- Joan – Joan stated that the Committee had met with a prospective member of the Board and hoped to obtain more resumes. Kris C. stated that John Blasko had agreed to serve as legal counsel for PAWS as a Board Member Emeritus.

Personnel Committee – (currently no committee chair)

Chris K. made a motion to adjourn the meeting. Kris C. seconded the motion. The motion passed unanimously. Meeting adjourned at 7:08 PM. Followed by Executive Session.

2017 meeting dates –**March 28**, April 25, May 23 (Annual meeting), June 27, July 25, August 22, September 26, October 24, November 28, December TBD later