

**July 25, 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, Bob Conn, Brian Eppley, Chris Faust, Ginny Ishler, Laurie Knisely, Chris Kunes, Ginny Newman, Yvonne Riley, Monica Wright, and Carolyn Lambert

**PAWS Members**

Jackie Wolfe was present.

**Member Question and Comment Period**

There were no questions or comments.

**Action Item - Approval of June 27, 2017 Board Meeting Minutes – Carolyn Lambert**

Bob C. made a motion to approve the minutes from the June 27, 2017 meeting. Chris K. seconded the motion. The motion passed unanimously.

**Officer Reports**

**President – Dave Abler**

- Dave stated that he was glad to be back after being absent the past two months. He welcomed Monica W., Ginny I., and Ginny N. to the Board. He reported that Kris C. and Joan R. were unable to attend.

**Vice President– Yvonne Riley**

- Yvonne – Yvonne stated that Ginny N. and Ginny I. were voted onto the Board during the Executive session on June 27, 2017 to fulfil the remaining year of the terms of Jim Hermann and Bill First.

**Treasurer – Laurie Knisely**

- Laurie – The Finance Committee met to review the current investment policy and she will present a report at the next meeting.

**Recording Secretary – Carolyn Lambert**

- Carolyn – No report at this time.

**Staff and Committee Reports**

**Director of Finance – Brian Eppley**

- Brian – Emailed the report. Brian presented the financial summary for June 2017. He stated that the budget should be at 50% for the year. Expenses are normal, at 50.2% for the year. Income is at 52.93%, due to an estate gift of \$46,129.63, a few memorial donations, and the Centre Gives check arriving in June. Dog adoptions were strong. The amount spent in June for Volunteer Retention was for shirts, water bottles, and gift cards that will be used for rewards. Some of the shirts are for adoption counselors and shift leaders that they will pay for.
  - **Comments and Questions.** Dave A. asked about the cat adoption income which is less than 50%. Brian explained that the donor who pays for the Kitten Days of Summer campaign writes one check so the income may not be reported until September. Ginny I. asked what the difference was between the Medical Fund under Annual Giving and the Major Medical Fund. Brian explained that the Medical Fund under Annual Giving shows the donations received from an annual mailing while the Major Medical Fund includes donations received throughout the year.

**Director of Operations – Lisa Bahr**

- Lisa – Dave stated that Lisa is recuperating from back surgery. She emailed Bob C. asking him to read a note from her thanking the kennel staff and volunteers, and especially Megan and Christine, of doing an “absolutely bang up job holding the fort while I’m away.”

**Director of Development and Marketing – Chris Faust**

- Chris – Emailed the report. Chris reported that she is focusing on the Fur Ball, scheduled for September 23, 2017. The Fur Ball Committee has met and is working hard. Two new committee members are helping to bring in new sponsors and contact current sponsors. Chris provided a list of the returning and potential sponsors. The mailer for the Matching Gift Campaign should be completed and sent out within 10 days. She explained that there are two anonymous donors who are contributing a total of \$30,000 this year. If the Matching Gift Campaign raises \$30,000, PAWS receives \$60,000. Chris F. noted upcoming events, including the Happy Hounds Wine Tasting at Home D Pizzeria. The Happy Kamper 5k at the Grange Fairgrounds on August 19<sup>th</sup>

will benefit PAWS and Team in Training for LLS. These events do not involve PAWS staff or volunteers. There were no questions.

**Nominating Committee – Joan Ritchie**

- Joan –No report at this time.

**Personnel Committee – Kris Clark**

- Kris - No report at this time.

**Unfinished Business**

None at this time. Dave stated that the Strategic Plan would be reviewed at the August meeting. The 3-Year Strategic Plan was approved during the summer of 2016 so it needs to be reviewed to identify progress.

**New Business**

None at this time.

**Member Discussion**

Monica W. reminded the Board of the Stewards of Children program that is available at the YMCA and the Youth Services Bureau. She suggested that PAWS Board members and selected volunteers complete the training in order to protect PAWS in the future. Ginny N. asked if the Board was going to make a recommendation. Dave A. asked Monica W. to briefly describe the program. The objective of the Stewards of Children program is “to learn how to prevent, recognize, and react responsibly to child sexual abuse” (<https://www.d2l.org/>). Dave A. stated that Lisa B. was going to talk to John B. to determine if there were any legal ramifications or legal need for volunteers or staff to attend training on this topic. Brian asked if he should be completing background checks on job applicants. Chris K. stated that he didn’t think it was necessary since PAWS doesn’t deal with large sums of cash, and since it is unclear how background check information should factor into hiring decisions. The general consensus was that PAWS did not need to complete background checks for hourly employees. Ginny N. stated that she had contacted a retired veterinarian who agreed to volunteer at PAWS. The retired vet volunteered last Sunday and enjoyed it due to the kindness of the volunteers and staff.

Ginny N. made a motion to adjourn the meeting. Laurie K. seconded the motion. The motion passed unanimously. Meeting adjourned at 7:03 PM, followed by an executive session.

2017 meeting dates –**August 22**, September 26, October 24, November 28, December TBD later