

**Peninsula Friends of Animals
Board Meeting Minutes
September 21, 2016**

The meeting was called to order by President Kevin Rose at 11:40 am.

Members present: Ann Gilson, Nancy Campbell, Danette Grady, Sharon Palmer, Kent Boster, Judi Norton, Kevin Rose, Sharon Jensen

Member excused: Marilyn Ash

The minutes from the August meeting were accepted as written.

OLD BUSINESS

Sharon Jensen was confirmed as a new board member.

Kent presented detailed notes from the Strategic Planning Committee meeting of September 17, 2016. Stated the lack of hard data/information regarding every aspect of PFOA is hindering the development of a strategic plan, grant writing, membership, and strategy for intake of older cats.

Proposal to hire a part time employee for data administration was presented to the Board. The motion to hire a person at \$12.50 an hour, 20 hour week, was seconded and approved by the Board. It was agreed that Kent Boster and Greg Norton would write the job description for the new position and provide training for the person hired.

Carolyn St. James has provided ideas for strategic planning and will assist with grant writing. We will energize a membership campaign. Danette will chair the member campaign.

Three board members' terms expire in May: Nancy, Ann and Sharon Palmer. Discussed need for succession planning. Nancy will write current job description of her position for review; will be required before she retires.

NEW BUSINESS

We have an applicant search underway for the Animal Welfare Specialist position. One qualified person has applied thus far.

Reports:

- Nancy will be passing on the solicitation letter writing after the Christmas letter. Nancy mentioned Gary Delmastro has begun a new senior group and members would like to volunteer for PFOA.

- Sharon Palmer had three cats and 15 dogs (Great Danes, Mastiffs) at her monthly Spay/Neuter clinic.

The meeting was adjourned at 2:20 pm.

Respectfully submitted,
Marilyn Ash, Secretary