

**Peninsula Friends of Animals
Board Meeting Minutes
October 19, 2016**

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

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

Member excused: Ann Gilson

The September minutes were accepted as written.

Kevin read his State of the Union to the board – talked about the impact of three founding members leaving in May (Ann, Sharon Palmer, Nancy). After discussion on term limits, Kevin moved to amend bylaws to allow directors a third term; Marilyn seconded; the motion was approved.

Discussion followed about director term expiration. Kent will draft bylaw revision and distribute to directors. The bylaw revision will be voted on at next annual meeting.

Kent discussed data requirements for shelter operation. Need to develop a list of people who generate data and ask them for details: what do you capture, where is it, what data summaries are being generated? Danette has asked office staff for info and has received some input.

Kent contacted Carolyn St. James. He needs to know what budget remains for her efforts. Kent proposed that she spend the rest of her time on grant writing. Judi agreed. Concerns discussed about the viability of the grant process we are using. Kevin proposed following up with a friend of his, for an alternate grant writer. Nancy suggested looking into commission-based grant writing.

Marilyn reported that new website design will begin in January.

NEW BUSINESS

Spay/Neuter tracking – would like individual accounts for Spay to Save, shelter cats S/N and clinic S/N; should roll up to overall S/N. Danette distributed information from Carolyn St. James showing the number of animals (260) that can be spayed/neutered with a \$10K grant. PFOA cost would be \$8150.

Fixing the driveway. New gravel. AllTrax bid Total \$1506. Board decided to not do road maintenance this year; Judi will add \$2000 to next year's budget for regravelling.

Reports:

Danette - attached

Judi asked for assistance on Vern Burton benefit.

Nancy reported that 4 cats and 3 kittens were adopted. We still have problems with phone system. Danette reported problems with internet and wet weather –this has been a continuing problem. Discussed changing to CenturyLink. Nancy has been under unusual pressure on cat intake from clinics, shelters, etc. Homer still recovering from broken pelvis but is adopted. One

of kittens (Josie) had a problem spay. Only has one ovary removed; will watch her and not do anything further until she is much older. Maizie and Milo have had medical problems and incurred a \$3800 bill. Animal Emergency agreed to discount emergency visit by 25%. In the future, Milo and Maizie will be permanent fosters and PFOA will cover costs. The board agreed to cover \$2100 of the costs incurred.

Discussed possibility of Blue Mountain providing emergency services. Sharon Jensen will investigate.

Judi – report attached. \$14K net profit for first nine months. \$60K donation was an important contribution to the bottom line.

Sharon – report attached

Marilyn – report attached

Sharon Jensen reported that Lori at Lobo Design in Carlsborg does printing and mailing. All work is done onsite. Marilyn will get bids from both Caroline and Lori for Pet Tidings and Christmas letter.

Respectfully submitted,

Marilyn Ash
Secretary

TO: Board of Directors

FROM: Danette

RE: October 2016 Executive Director Report

VOLUNTEERS:

Total number of volunteer hours for September – 1218.25. Two new volunteers will be socializing our kitties and one of them enjoys sewing cat toys. Submitted request through AARP Program, Create The Good, for event volunteers. Bob Meyers will be volunteering time to set up the new generator with Bill. It's definitely time to be prepared with the threat of the last storm. Speaking of storms, we have lanterns, flashlights and bottled water at the ready if needed.

PUBLIC RELATIONS:

I joined the potholder team at Crabfest on Friday and Saturday and greeted many great animal supporters. Also met a board member from the Kitsap Humane Society and had an interesting conversation. He left a donation and purchased potholders. Recruited a volunteer who also became a member. Contacted radio stations in Sequim and PA who will tell their listeners about our National Cat Day Dining Benefit. Both the Gazette and PDN will do Community Briefs. I've emailed contacts in the art and music communities and asked them to share the info on their networks. We'll have a large poster on display at H2O week before the event. Our flyers will be distributed. Article will be published in the special Estate Planning Guide on How to prepare for your pet's future when you are no longer able to care for them because of death or disability. We will also have an ad in that section on Legacy of Caring.

Kevin will publicize on Facebook. Marilyn will highlight event on our website.

FUNDRAISING:

I submitted the Lil Bub Grant asking for \$2,500 for our senior cat program. Currently furnishing Carolyn St. James with information for a Best Friends spay/neuter grant. We're requesting \$10,000. I've submitted our info and we are now a Bissell partner and eligible to apply for their grants as well as receiving discounted products. Our National Cat Day benefit will be hosted by H2O Waterfront Bistro this year We'll also have a raffle for gift baskets and an auction with items supplied by the owner of H2O.

Happy Fall to you All!

Things have been busy at the shelter, but very few adoptions with the phones out a lot of the time. We have done a total of adoptions - 3 kittens and 4 cats. I know of three adoptions that fell through when the folks were unable to get back to us to finalize matters-- it has been frustrating for us all.

I finally was able to arrange for pick up of a donated refrigerator which was sold for \$200 without ever coming to the shelter. In spite of a lot of complaining by some folks about the donated items, they have been a steady stream of income over the years. I set up a discount program with both CannaPet for 50% and 25% with the Animal Emergency & Trauma Center—that discount alone has saved us over \$400. I will be billing the City of Forks for \$800 to go towards our vet bill—that has been on-going for several years and has really helped our bottom line.

Lots of changes going on at the shelter with Linda leaving November 17th and interviews for the new candidates ongoing. We have coverage in place for whatever happens, so we are feeling quite comfortable. Tracy continues to do a great job at Barker House, in spite of the fact that both diabetic cats have had issues, and Lucy has had some bladder infections. Linzie is fitting in really well, and we are enjoying having her on board. I think we will have a good team in place and be moving forward smoothly by the end of the year.

We have taken in Pinkie—the tripod kittie, and another cat Angeles Clinic asked us to take—a young male plugged up facing euthanasia with no intervention. We picked up \$200 of his bill and he, Chevy, is a lovely cat, but he isn't a good eater and has caused a lot of stress. Butterfly, a little Siamese mix stray, has taken a bit of a downward turn after vaccinations and we have her on watch,. Jefferson County asked us to take a cat they were going to euthanize last Monday, and Leo is a 22# bundle of trouble—huge and lovable and inclined to nip and swat. However, I think he will prove to be a good boy when he settles down. Homer continues to recover from his pelvic fracture, and his adopter will be taking him home as soon as he gets the all-clear from the vet. Lots of cats come and go.....

I took in a little dog that had an adopter waiting and should have moved quickly. Instead, she is still at my house and tomorrow will be going to Hadlock for her fourth vet visit. Bad skin, ears, eyes, and teeth, this little Yorkie is a mess. Two huge abscesses from foxtails on her feet were full of puss and infection. She also has two luxating patellas, and after peeing in the house dozens of times, I suspect bladder stones. I have been giving her eyedrops, antibiotics and ear meds twice daily for three weeks. She is now on a course of steroids, and 10# Daphne has turned daffy—nipping and taking over our home and bossing the other dogs. Her adopters have backed out of the picture citing too much emotional and financial burden, and I am a pin-cushion from this little snapping pirannha's mouthful of choppers!!! It has been a real adventure! We call her Daffy, Duchess of York. She really thinks she is born to rule.

We still have six kittens with four more coming soon.....

Love the fall colors and the cool rain to nourish our parched soil.....looking forward to another holiday season at the shelter!

Nancy

Spay/Neuter Report
October, 2016

The October Spay/Neuter Clinic was held @ Sequim Animal Hospital Wednesday, 10/12/16.

Scheduled: 13 animals @ 24 points. Two no shows decided to breed them.

Canine Females: 6 Canine Males: 3 Feline Females: 2 - 11 animals @ 20 pts.

Sequim Animal Hospital wants to keep the points @ 20 pts.

Dogs are counted as 2 points under 50# - Female Cats are 1 pt Male Cats are 0 pt.

Sharon Palmer

PFOA Treasurer's Report – Oct. 2016

1. Port Angeles Crab Festival was very successful this year. We raised almost \$3400 on this very successful 3 day event. A big thank you to all the volunteers that made this happen.
2. As you can see by the Summary of Revenues and Expenses we are just \$500 in the black for the period ending Sept. 2016. Compared to last year at this time we were almost \$50,000 in the red. We must not lose sight that this is because of the generous donation of \$50000 given to us for "as needed most".
3. We have our best months of revenue receiving coming in November and December.
4. The finance committee and I have been working on adding some items to the Chart of Accounts on Quickbooks. We noticed a short falling on the breakdown of Spay and Neuter figures. We will be adding a class for S/N by itself so we can track it. We also will be revising Events and potholder events so we can better analyze these events for the future.
5. The finance committee and I have also been analyzing for the budget for next year.

MEDIA REPORT
October, 2016

Propose adding a link for Hallowe'en pet safety:

<http://www.adoptapet.com/blog/howl-o-ween-pet-safety-tips/>

Pet Tidings will probably be out Dec 1. Propose Christmas letter be done Dec 14. In the future, I will be monitoring schedules more closely and scheduling in advance with Caroline.

Should Leo be advertised? Nancy recommended that we hold off for awhile.

I will be gone from January through March, 2017. I'll be in Yuma. I will have cell and internet service, and plan to work on the website redesign during that time.

Marilyn Ash