

**Peninsula Friends of Animals
Board Meeting Minutes
February 15, 2017**

Kevin called the meeting to order at 11:40am. He welcomed guest Kurt Anderson from D.A. Davidson.

Members present: Marilyn Ash, Nancy Campbell, Ann Gilson, Danette Grady, Sharon Jensen, Sharon Palmer, Kevin Rose

Kurt distributed portfolio updates and discussed the stock market. 2016 was a poor year for the stock market, and mediocre for the bond market. After the election, stocks increased; bonds decreased. Interest rates went up. Economic growth rate in 2016 was 2 ½%. 2016 ended with a good economy; good labor market; low inflation. This has carried forward into 2017. Good dynamic in the market even with political situation. The market will probably grow over the next 1-3 years. It will most likely be better than the bond market for investment. Interest rates will probably go up 3-4 times this year; that will slow down bond investments. Stocks normally do well in a rising interest rate environment. The structure of our account does not need to be changed (we are 60% stock; 40% bond). Overall rate of return should be 6-7%.

Portfolio performance: 5% increase over less than a year. Kurt discussed portfolio diversification. We are looking at a possible move from strong dollar to weaker dollar. This causes foreign markets to perform better. Market is at an historically high level, but corporate earnings are up; therefore the average P/E ratio is relatively low and market is still relatively cheap.

Budgeting: we should be safe to draw 2-3% and still increase principal. This is approximately \$24,000/year, or \$2,000/month.

Signers on Davidson account: Kevin and Sharon Jensen. Marilyn signed as Secretary.

Kurt will address the Board every three months. Next meeting he will attend is May 17.

Ann discussed cat supplies issue; concerns about volunteers ordering through PFOA. We need to formalize procedure. Ann suggested that there be no special orders; payment up front for regular orders. Nancy explained that there is a procedure. Payments are collected when order comes in; Patti distributes individual invoices; individual checks are made out to Animal Supply, not PFOA. Active volunteers are eligible. Sharon Jensen will draft policy and procedure; this needs to be in place prior to next annual meeting.

Ann moved to offer Patti a salary increase effective next pay period with no extra hours; Sharon seconded; motion passed.

Data Management – Marilyn moved, Ann seconded that we proceed with scoping the data management project. Marilyn will document the scope. The Board will review scope at March meeting. Danette will determine if the project was budgeted in 2016.

For the future, we need an alternative locations for Potholder Central: Pole Barn could be a temporary solution if required.

Kevin is still soliciting bids for road improvements. The final bid should be received this week.

The January minutes were approved as written.

When someone makes a major donation, we need to give them a one year membership. \$200 donation level can be the cutoff point. Also, we need to send donation thank you letters through the mail.

The Board reviewed a spay/neuter proposal from Blue Mountain Vet, and agreed to make Blue Mountain Vet a partner. The Board will review the spay/neuter proposal.

Marilyn distributed a sample brochure – the Board liked the concept.

The meeting was adjourned at 3:13pm

Respectfully submitted,

Marilyn Ash
PFOA Secretary

February 14, 2017

TO: Board of Directors

From: Danette

RE: February Executive Director Report

VOLUNTEERS:

Total number of volunteer hours will be emailed to you on Thursday. [Note: the total volunteer hours for January was 1079.] We have three new sewers who will be joining our potholder team. The ladies certainly need the help with all the new business venues that have been added. In stopping in at some of our business locations, they were sold out and waiting for new supply. Our potholders never lose their popularity. Two volunteers purchased a new faucet for the downstairs kitchen sink and installed it. I'm recruiting volunteers for our upcoming Spring Tea & Fashion Show.

PUBLIC RELATIONS:

I've been visiting a number of businesses and will be continuing to contact others for gift certificates and items for our Spring auction. I've received positive feedback from each one. They know of us and support our mission. PDN and the Gazette ran briefs for the Emotion Code Workshop facilitated by one of our volunteers, Candance Hall. Facebook also generated interest in the program. Unfortunately, some of the people who signed up had to cancel because of the snowy weather. Contacted Jodi Minker, the marketing person for the Sequim Chamber Of Commerce, who will be our Fashion Commentator for the Spring Fundraiser.

FUNDRAISING:

We will have a professional auctioneer for the Spring Auction. I think this will bring in higher bids, especially for our live auction items. He also has other ideas he'll use to bring in maximum dollars. Have submitted detailed enrollment to renew our 2017 Petco partnership. I'm contacting new President of the PA Downtown Association to gain entry into PA business support.

Hello, All,

Busy time at the shelter with a lot of cats coming and going. All of the cold and snow has created a bit of extra work—we were without water again in some of the out-buildings, but the staff has done a great job coping with the issues. We are doing extremely well learning to work together as a team and figuring out schedules and duties. Everyone has stepped in and is keeping the garage reasonably tidy with the food bank—big job to add to their existing chores. I am quite pleased with the progress we are making all around.

We just took in a pair of cats that came with an estate—one is a giant feral orange male (never neutered) that may be a huge problem and a very nice black and white female. We will talk about the details of the bequest at the BM. Dr. J—we need to ask for your help with this fellow.

We placed 4 cats in January. I am changing to monthly tallies so it will be easier to have the figures in advance and available for other reports. We have done four adoptions this past weekend, so the figures won't reflect that good news, and Sylvester, our FIV positive cat was adopted last week, as well! We also adopted Clara, our de-clawed old timer who was in A-6.....some great placements.

We have combined the three bitey boys in one room downstairs, and that is going very well. We are hoping to empty out A-4 (garage kitten room) by putting cross Abigail into A-6 with the other chubbies. Hopefully, Sonny will be adopted and we can reclaim A-2. Empty rooms are a good thing with kitten season on the horizon.

Things are going well at Barker House, with Thistle having successful eye surgery for an ulcer associated with his diabetes. We have had trouble controlling his insulin levels, so he has spent a few days at the clinic while they work on dosage, again. Tracy loves the cats, and she is doing a really good job with the kitties and maintaining the facility.

See you all on Wednesday.

Nancy Campbell
PFOA Shelter Director