

**Peninsula Friends of Animals**  
**Board Meeting Minutes**  
**April 19, 2017**

Kevin called the meeting to order at 11:20 am.

Members Present: Sharon Jensen, Kevin Rose, Sharon Palmer, Danette Grady, Ann Gilson, Nancy Campbell.

Member Excused: Marilyn Ash

Minutes for the March 2017 minutes are to be corrected IRT data manager position: The next step to this position is to discuss and refine the Job Description.

**Old Business:**

**D.A. Davidson Account:** decision to table because Treasurer is not present. Danette suggested that we need to consult with Greg Norton, CPA, in reference to this account.

**Data Management Project Scope:** Kevin had multiple comments about the Data Management Project Scope document submitted by Marilyn. Confusion exists about the Data Manager describing to PFOA what our mission and purpose are – this appeared to be outside the scope of such a position. This discussion is tabled until Marilyn is present.

**Five Year No Contact List:** Table until Marilyn is present for update on the mail out card project.

**Update on Tommy's enclosure:** Kevin has completed a huge amount of work on this project. The shed is assembled, the gate and outer fence up. A 30' x 33' smaller enclosure is expected to be completed within the next week (the outer fence has a gate which cannot be cat proof).

Extended work on exterior fence: there are many towering willows which will endanger the fence at some point. We need someone to assist Kevin in both tree removal and management of the debris, fence work, etc.

**Road to Rescue status:** Kevin has bid from CJ Services to repair the road, including correct grading for the amount of \$3300.00: there may be overage if a water truck is needed.

**New Business:**

**Report on Catnip and Sip:** Danette informed the board that Catnip and Sip raised enough money for Road to Rescue project and then some (\$4900.) through the live auction. The tally for the silent auction is not complete at the time of today's meeting.

The entire event's out of pocket costs were covered by \$19/person entrance fee, including the food, location rental, auctioneer, etc. Board members who were in attendance concurred that the food was excellent, the buffet logistics handled very well, the live auction was fun and effective, the silent auction was good with the notable exception of check out logistics.

Site selection for next year's event strongly favors Sunland again – this will allow us to plan for the various logistical issues in advance.

Various other venues were discussed including the Sequim Elks Lodge.

**Maintenance Person:**

There is a need for a maintenance person in addition to Kevin – there is far too much work, particularly as summer approaches, without an additional person. Ann suggested we could pay for this position, Nancy and Danette brought up a number of volunteers who might be interested in this as a volunteer position. Sharon J added that she has an able bodied client looking for work as an alternative if needed.

**Reports/Requests:**

**Executive Director** Danette reported our volunteer hours for March at 1.116 + 3 new volunteers. Catnip and Sip was very successful: the live auction generated \$4900.00 for Road to Rescue and \$2762.50 for live auction items. Silent auction totals: \$1214.00 thus far with some pending. Total profit is at \$6,123 thus far, with \$3010.00 in ticket sales. Details are in attached report.

The models were outstanding and brought rave reviews for the fashion show!

Lovey solicitation letters resulted in \$2930 thus far.

Phone system via Netmatrix is working well, century link only covers fax and internet.

**Shelter Director** Nancy did not have a written report to submit. She did note that we have few kittens thus far this spring.

**Treasurer** No report, Treasurer was absent.

**Spay/Neuter:** Sharon P reported a successful day of mostly Chihuahuas at SAH, total of 1 cats and 10 dogs.

**Media:** No report.

Meeting was adjourned at 1:10 pm.