

**Peninsula Friends of Animals
Board Meeting Minutes
December 20, 2017**

Kevin called the meeting to order at 11:48 am.

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

Member Excused: Sharon Jensen

Moved, seconded and passed unanimously that Ann Gilson return to the Board of Directors.

The November minutes were approved.

Ownership of the PFOA mailbox is outdated. The Board agreed to change ownership of the mailbox to Danette Grady, Executive Director. Kevin will need to sign the minutes documenting approval for this change.

The Board discussed the wording of the volunteer application, and agreed that a shorter version might be more acceptable; Danette will email a shorter version for Board approval.

Warning signs for cats with behavioral issues are now posted at the shelter.

Background on PFOA Lifetime Care Fund (Nancy): a group from Greater Tacoma Community Foundation helped us when PFOA was first established, mentored, very helpful in resolving non-profit set up issues . A number of non-profits put money into this fund. The fund was set up so that non-profits could take out dividends, but PFOA decided not to do so at the time. It is possible that we may be able to withdraw earned monies now, but withdrawing any principal may be difficult. Marilyn will email Diane for more background information.

The Board discussed the condition of canvas storage sheds; they are deteriorating and must be replaced next year. Options were discussed, and it was decided that a more permanent solution would be safer and more cost effective in the long run. Kevin volunteered to provide labor for building a replacement. He will draw up plans and estimate costs for building a garage to replace all canvas storage. This will be included in next year's budget.

Reports:

Executive Director – attached

Shelter Operations – attached

Spay/Neuter: Sharon reported that she had a clinic today. 15 animals were scheduled, 1 cancelled, 2 no shows, for a net of 12. There were 10 dogs (5 male, 5 female), ranging from 7 to 60 pounds, and two female kitties.

Treasurer: Marilyn distributed and reviewed the balance sheet and profit and loss for the period ending November 30.

Media: Marilyn discussed upgrade to Dropbox in order to accommodate larger website backups, working with PayPal to develop script for recurring donations, Pet Tidings (Fall/Winter edition end of January).

The meeting was adjourned at 2:30 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Marilyn A. Ash".

Marilyn Ash
Acting Secretary, PFOA

Minutes approved:

Kevin Rose
President of the Board, PFOA

December 18, 2017

To: Board of Directors

From: Danette

Re: December 20, 2017 Executive Director Board Report

It has been a busy holiday month. All of our volunteers are back in the swing of office work and socializing with the kitties. Total volunteer hours for November were 1,176. Two of our volunteers have generously offered to come in on Christmas Eve and Christmas Day to scoop litter boxes, help with cleaning rooms and spend time with the kitties. I had contacted the Rainbow Girls of Sequim and they volunteered to conduct their Holiday Pet Food Drive at Petco on Dec. 9th. They also had our brochures and a wish list to distribute. Their cart was full when I stopped to visit with them and thank them. They'll be delivering their donations this week. During my interview at KSQM radio Thanksgiving week, I did talk about the Pet Food Drive so, hopefully, some of their listeners marked it on their calendar. The Allstate Office in Sequim will be wrapping up their toy drive for the kitties after the holidays.

Decorated the Holiday Pet Food Donation Boxes and distributed them to Sequim locations – Petco, Safeway, QFC, and the Co-Op. In Port Angeles they are placed at Safeway East, Swain's, Port Angeles Fire Dept., Westport Yachts, Patricia's Pets and Sunset Wire and Rope. Gordy's Pizza is advertising locations on their reader board. Our volunteer, Constance, has also distributed flyers with the locations. Mary, from Clallam Transit, did an employee presentation and they have chosen us as their holiday charity and will be sending \$100 toward the Holiday Match. I contacted Jim Davenport, the General Mgr. at Coastal Farms, some time ago, and he has agreed to donate expired or damaged cat/dog food to our pet food bank.

We have, finally, been approved as a Petco Partner again. They changed their criteria some time ago and it's taken months to be approved. We can now apply for grants through them. Composed an email blast for Giving Tuesday to our email supporters and we received approximately \$1,500. This was separate from Kevin's facebook – Gates Foundation matching challenge.

I've reserved Sunland for our April Catnip and Sip Event. I had very good feedback on this location last year.

Leon Lopez has offered to pay for and have the new Pet Food Bank Storage Shed painted after it arrives. I should be receiving the \$2,000 grant check from the Walking Memorial Foundation around the 31st.

And, everyone had a great time at the Christmas party. So glad to see every chair taken. Wishes for a Joyous and Purr Filled Christmas to each of you!

Shelter Operations Report

November 2017

Shelter Repairs

Unfortunately, the night of the 23rd (Thanksgiving) the Canvas shed had collapsed and all contents were exposed to the heavy rains. We moved boxes to the downstairs hallway and re-boxed salvageable items. The cat trees were wrapped but did get wet, particularly their base, and - sadly - smell already quite moldy.

There are several old cat trees that need to be taken to the dump. (From Bobbie Jo's and Paisley's). Danette is going to ask Dan to see if he is willing to do it.

Bobbie Jo's place still has a water leak coming from the roof down the inside wall next to her window seat.

November Intakes: 2 cats: Sydney, Merry

1 dog: Lovey

November Adoptions: Spike, Leonardo, Tomasina, Charlotte (sadly - returned)

As of today, 12/20/17, we have 30 cats residing at Safe Haven: Spooky, Minnie, Max, Sparky, Spatzi, Charlotte, Bunny & Clyde, Sadie, Leo, Bustopher Jones, Lucie, Bay, Quinn, July, Merry, Paisley, Cookie, Abigail, Farley, Bobbie Jo, Tommy, Tippy, Tony, Lexie, Sydney, Frank, Blueberry, GiGi, Juliet.

Paisley is continuing to do well without Insulin.

Spanky saw the vet 2 weeks ago after an episode of vomiting and low AM glucose. Tests revealed that his glucose on average has been on the higher end. Vet suggested a glucose curve. Nancy is discussing this with Dr. Johnson.

Honey Bunny is doing well. She stopped hiding behind the couch or in the cabinet and is becoming more social with visitors.

Neilly got adopted by a sweet elderly lady - love at first sight.

Merry has been moved into A-1. (Please visit with her.)

Farley (FIV+) has been moved to the Pole Barn (still segregated from Cookie and Abigail)

Leo has been gaining weight again. Need to brainstorm ideas.....possibly a foster home where he can be monitored closely?

July saw the vet this month for severe pain and lack of appetite. She is now on a new pain management plan and has been feeling much better.