

**PENINSULA FRIENDS OF ANIMALS**  
**Board Meeting Minutes**  
**October 3, 2018**

President Kevin Rose called the meeting to order at 5:40 pm

**Board Members Present:**

Kevin Rose, Sharon Palmer, Marilyn Ash, Sharon Jensen, Nancy Dolansky, Nancy Campbell, Danette Grady

**MINUTES:** Minutes for August accepted as written with revisions

**BUSINESS:**

**FUND RAISING LETTER**

Nancy C. has drafted an initial letter. Nancy D and Marilyn will work together with Nancy C and Kevin to finalize the fund-raising letter which is to include as many photos as possible while keeping the size of the photos large enough to be fully appreciated. All efforts will be made to include photos of all of this season's kittens. The working plan is to get the fundraising letter out by Friday, October 5.

**REPAIR OF DAMAGE DONE TO CAMPBELL RESIDENCE BY PFOA DOGS**

Nancy C has provided housing and comprehensive care of at least 8 dogs surrendered or otherwise bequeathed to PFOA. While funds were donated to PFOA for Walker Max's lifetime care, he and the other dogs in Nancy's care have caused extensive damage to the Campbell property over the years. Marilyn moved and SJ seconded a motion that the repairs to the Campbell property used to house PFOA dogs will come from PFOA funds. The motion was passed unanimously. The board discussed that definition of the damages and bids for repair be brought to the full board prior to fund dispersal as repairs proceed.

**REIMBURSEMENT OF FUNDS FOR CONSTRUCTION MATERIALS**

Kevin spent \$700.00 of his own funds for recent construction projects at PFOA. It was moved (SJ) and seconded (ND) to reimburse Kevin for out of pocket expenses for material used in PFOA construction projects. The board approved this expenditure unanimously.

**MOVING SPANKY AND SPATZI TO BARKER HOUSE**

These two cats will be moved to Barker House. We received a request to house a previously adopted cat, Dandelion, for four months while the guardians are occupied with serious health issues of their own. Dandelion is insulin dependent and has IBD thus Barker House is a good choice for his temporary housing. Approval to move these pets to Barker House was given.

**SHELTER MANAGEMENT CANDIDATES AND THE INTERVIEW PROCESS**

Resumes from many candidates have been received and carefully reviewed, resulting thus far in one candidate we wish to interview. Nancy C and Danette are working on schedules of the board members and the candidate at this time with the goal of a video conference type interview. If the board and the candidate are still interested in moving forward after the video interview, arrangements will be made to transport and house the candidate for an onsite working interview. SJ volunteered to donate funds for airfare and many board members offered temporary housing for the candidate during the interview process. The board plans that PFOA will provide housing for the chosen applicant and this will be an aspect of the compensation package. The board understands that we need to interview more candidates but only if we can uncover suitable applicants.

**REPORTS:**

**DANETTE GRADY EXECUTIVE DIRECTOR REPORT**

Reviewed.

**MARILYN ASH FINANCIALS & MEDIA**

Reviewed.

**NANCY CAMPBELL SHELTER DIRECTOR REPORT**

Reviewed.

**SHARON PALMER SPAY NEUTER PROGRAM REPORT**

Reviewed.

***EXECUTIVE SESSION NOTES NOT INCLUDED.***

The meeting adjourned at 8:15pm

Respectively Submitted,

Sharon Jensen  
Secretary

**EXECUTIVE SESSION:**

As a follow up to the last board meeting, Kevin (representing the entire board) met with Kimmi on September 6<sup>th</sup> to present a letter of reprimand. This letter will also be filed in the Kimmi's permanent employment file after her signature. Kimmi became angry during the discussion with Kevin, refused to sign the letter of reprimand, and eventually stated that she quit. As she was leaving, Kevin approached her to ascertain if she had truly quit or not. Kimmi replied that she needed a break, left for a while, and returned to her discussion with Kevin. Kimmi requested and was granted a copy of the letter which she signed on October 2. She stated she signed 'under duress'.

In a separate event, our other paid caretaker Lindsey gave her notice to quit effective October 12.

We have a new hire for animal caretaker, Angie Kummet. She will work 32 hours a week at first @ \$12.00/hour. Her employment is subject to a 90-day probationary period.