

Planned Pethood, Inc

Board Meeting
August 12, 2009
Minutes

Present:

Stephanie Stark, Nikki Badman, Kelly Dilworth, Carol Dunn, Lisa Frantz, Deborah Gring, Bill Hormann, Kittsen McCumber, Tamara Norris, Judy Waddington, Kory Kaintz, Chrissa Liskai

Staff:

Nikki Morey

Absent:

Katie Maskey

I. Call To Order

Board President Carol Dunn called the meeting to order.

II. Minutes of the June meeting were approved.

III. Treasurer's report

- a. A financial report for the period through the end of June was given out.
- b. Kory is working with our CPA to do a complete review of 2007/2008 financial statements
- c. Taxes, reports are all filed for 2008
- d. Discussion on two large vet bills for cats last month. These were for sick cats, not just spay, neuter, etc.
 - i. Cat Tails approximately \$6,000
 - ii. St. Frances approximately \$4,000Deb motioned no new cat adoption intakes for 30 days, and that we create an ad hoc committee to evaluate the situation. This motion does not include returned cats. Seconded by Kelly. It was also noted that there was a promise already made to take in some kittens and the group consensus was that the promise should be honored. Motion passed 11 to 1.

IV. Executive Director Report

- a. Nikki M distributed and reviewed a detailed report of activities.

Highlights:

 - i. 12 Dog returns, not unusual for this time of year
 - ii. Three new dog fosters
 - iii. 19 dog adoptions in June, 44 in July
 - iv. 78 cat adoptions in June, 83 in July
 - v. Update on the PPI birthday party
 - vi. Working on accreditation with BBB
 - vii. Website committee continues to meet and enhance the site

V. Old Business

- a. Carol will look into a new meeting place that is quieter.
- b. No update on Dog Park.
- c. Dog Warden Advisory Committee continues to meet every 3 weeks. Have found that there are no standard operating procedures and there has been poor recordkeeping.

VI. New Business

- a. Nikki Badman talked about fan club cards. Businesses pay to participate, individuals purchase the cards for \$37 which offer discounts at participating businesses. A portion of the membership fee goes to support community organizations. No fee to participate for the community groups. Nikki B will get us signed up. She will have the cards available at Pocco's Playhouse.
- b. Lisa led a discussion on ways to improve communications.
- c. Kelly moved to expand our outreach service to Henry and Hancock counties for puppies (12 weeks or younger). Kory seconded the motion. 11 yes, 1 abstention.
- d. Discussion on raising the age a person needs to be to adopt from us. After discussion the group consensus was to keep it as is (18 years old).
- e. In order to improve communication, discussion was held on if we should and how to make monthly meeting minutes accessible to volunteers. Nikki B moved that we should make the minutes accessible (less any confidential information). Chrissa seconded the motion. Discussion on what information should be included. Motion passed unanimously. Clarification regarding the Executive Director's report. Nikki M will give Tami a version without confidential information to be added to the minutes.
- f. Carol announced that Fred Post's wife had passed away.

VII. Adjournment

There being no further business, the meeting was adjourned at 7:45 pm.

The next board meeting will be October 13, 6 pm at a location to be announced.

Minutes Recorded by,

Tami Norris

August 11th report from ED

Dog Program

1. Summer influx of returns. 12 in total
2. 2 or 3 HW cases this summer
3. Aggie tumors
4. Johnnie with cancer
5. Lots of senior dogs
6. Decrease in puppies
 - a. Good work through Litter Patrol
 - b. REQUEST FOR VOTE: Open up to more counties for puppies only. Define as 12 weeks or younger
7. Three new fosters in the ranks
8. Starr & Spyke. Spyke in a week long FTA.
9. Boarding has been down to a minimum, the most being 6 days. The average 1-2 days
10. Haven is doing fine. Debriefing, outlined date by date starting in 2008, was prepared by me should questions arise at a later date.
11. Adoptions

	2008	2009	% change
June	35	19	-84%
July	26	44	41%

Cat Program

1. Karen spoke with same volunteer spoken to in June re: rudeness
2. Received free food from Petco in AA
3. Received 260+ doses of Revolution from VCA AA employees donated
4. Pounding the streets to s/n. Booking HO up with tons of cats.
 - a. Try to get money out of the owners. But a lot of them don't even have electricity
 - b. 6.24.09 – 24 cats by PPI, 4 by City of Toledo
 - c. 7.20.09- 8 cats by PPI
 - d. 8.17.09- 43 cats scheduled by PPI
 - e. Headed by Karen Latta and Nancy Fisher.
5. Someone proposed marriage with a PPI kitten in AA. I'm anxious to see the pictures and include them in the next newsletter
6. REQUEST FOR VOTE: Raising the adoption age from 18 to 21.
7. All the volunteers offered to take cats from the former foster that had been hoarding cats
8. No news about Cat Foster Handbook. I'm not going to pursue the idea with Karen any further. If she finds a need, we can revisit the topic at her convenience
9. 6 adoption events a week, usually 4 a week
10. Adoption

	2008	2009	% change
June	88	78	-11%
July	71	83	14%

Completed Tasks

1. When someone you know needs help finding a home for a cat or dog, please have them contact the FIXX line rather than giving out cell numbers.

2. Several emails were provided to me regarding the two complaints read to the board during previous meeting. The details of those complaints and the response shall be stricken from the published reports so as not to further inflame.
3. Continue to merge mailing list
4. Spring newsletter mailed out. This continues to follow the every other month schedule we agreed to: December (paper), February, April, June (paper), August, October
5. Birthday Party
 - a. had about 1000- 1500 guests
 - b. Made \$1700
 - c. Generated smaller donations, but still MORE than if we hadn't asked
 - d. Congrats letter from Lucas Co Commissioners, posted on website
6. Ordered a tent for the 3 day adoption event at Petsmart-Rossford. Airport has historically handled own accommodations. September 11-13
7. Working toward BBB Accreditation
8. October is Adopt A Shelter Dog month. Press releases for June's Adopt a Shelter Cat garnered nothing. But will sent them out nonetheless.
9. PPI named benefactor to trust of Patricia & Harold Moss. Must provide written proof of our existence such as a stamped copy of Articles of Incorporation and W-9 form. They already have the W-9 form. I have requested a copy of the trust. One will be provided once we proof our existence.
10. Information tables planned at
 - a. ~~Maumee Days, 8.15.09~~
 - b. MetroBark, 8.15.09
 - c. Dog Days, 9.15.09
 - d. St. Luke's Woman's Conference, 9.12.09
11. Haven debriefing, outlined date by date starting in 2008, was prepared by me should questions arise at a later date. Had to have our attorney write a letter to the Ottawa County Humane Society.
12. Former foster surrendered 60 cats, 2 dogs and 2 turtles to TAHS
 - a. All 60 cats euthanized
 - b. Starr and Spyke doing fine
 - c. This person was NEVER given an animal by PPI, they were always animals she found.
 - d. This furthers the need that ALL fosters must sign a contract with PPI.
13. Website meeting
 - a. The group had agreed to meet once a quarter when it first met last year. Per schedule they met to discuss changes and improvements
 - b. I am to met with Scott Gibson to discuss some of the more involved changes wanted. If it's possible and not too much money
 - c. Photos are being gathered of volunteers. The intent is to change many of the photos on the site to keep it fresh
 - d. Deb Gring has been provided documents to load onto website. Numerous security levels were defined. By logging into the website, based on your security level
 - e. Copies of Board meeting minutes were requested by myself to be emailed by Tami Norris to Deb Gring
14. Search for new vets. Information and conversations have been started with several.
 - a. Volunteer Judy Sweziack spoke with Bart Seoder and he is interested.
 - b. Village Vet
 - c. Perrysburg Animal Hosp not interested because they work with Assistance Dogs of America

- d. Graber
- e. Country Squire

Upcoming or outstanding

1. Need help with Transport in 43609 on August 17 and 18
 - a. Pick up cats morning of 17th from owners. Take to HO.
 - b. Pick up cats the morning of 18th from HO. Take back to owners.
2. Flyer campaign on Monday, August 24. Meet at McDonald's at 8am.
3. REQUEST FOR VOTE: Can minutes be provided to Karen & Jen (or everyone) via website?
4. Volunteers feeding but not trapping
5. Anonymous person donated \$250 to the flyering program. REQUEST FOR VOTE: I propose that \$20-35 be given to Nancy and Karen for gasoline.

Fundraising Updates

1. Birthday Party
2. Spring Appeal
3. Cancelled Strikes for Strays for now. Too much work, too many volunteers, not enough money per fundraising committee.
4. Calendar a MAYBE. I'll need to have a meeting with Molly & Sally
5. Rescue Dog Reunion at Poco's on 10.11.09
6. Holiday Greeting cards for sale
7. Window clings, t-shirts, Key Chains have been discussed

To Do

1. BBB Accreditation, info provided by Kory at In-Service Meeting
2. Continue work on Process Flow Charts. Several completed as part of the overall process
3. How to sell a PPI membership, given the troubles recently
4. Security levels on website
5. Code of conduct and Insurance release forms
6. Contact Iams and Science Diet. Fosters will purchase per Karen Latta
7. Contact London Mitchell for his community show per suggestion by Karen