

## **PPI Board Meeting – 12/8/09**

**Present:** Carol D., Judy W., Nikki M., Kelly D., Tami N., Stefanie S., Lisa F., Debbie G., Nikki B., Kittsen M.

**Regrets:** Bill H., Kory K., Chrissa L.

Carol called meeting to order 6:09 pm

Approval of minutes- Stef moved, Judy second, unanimous

**Treasurer's Report:** Kory had to pull from investments to cover expenses.

Spay/Neuter expenses are up with a loss of \$60,000. Grants are needed.

NM: I took a class that said that at MOST 20% of your operating expenses can be budgeted for grant money. Budgets need to be in place; no free-for-all spending. IF we get grants then we can spend them.

SS: Are there any grants that are pending?

NM: There was a PetSmart grant and they hooked in with Humane Ohio. It is looking good for us to get it. We've asked not to send out vouchers anymore because HO has gotten this grant money.

Pie Charts- The charts show we are at least spending money in a good place.

CD: Can you put together some type of program?

NM: We can certainly go back through and come up with some sort of a formula.

DG: I would rather see it spread out through the year.

CD: We need to expect people to put some money on it.

KD: How have we been doing?

NM: It's just a "how much can you put into it?"

KD: Is there a limit to the number of dogs/cats that you can have S/N?

NM: No. There are a lot of people who care for feral populations and such.

KD: I'd like to track what people can afford to have done.

NM: There are times when we can't get them into HO in a timely manner and they are being sent to vets for S/N.

CD: There has to be a way to record what vouchers are offered, which ones are redeemed etc. We need to figure out a way to budget for the vouchers.

### **ED's Report – see below**

#### **Constant Contact**

NM: Something HO uses and has been suggested to us. We have maybe 10,000 good email addresses. We should use them for email marketing. We could get messages out. It does cost money. Talk about it.

#### **Cat Intake File**

NM: Kittsen is working on a cat intake file. We have also implemented the new adoption contract. It would have come in handy to deal with someone who wanted to return a kitten and get a refund. "Hyperactive kitten." The cat intake file will help cut down on foot work.

CD: Let's start from the beginning

NM: Requesting a vote on the purchase of trays for vets from the funds

KM: I motion we vote on it

LF: Second

CD: Should we use funds for gift baskets

for: 1

against: 9

motion failed

NM: Karen has requested that all of this money from Petco go to the cat adoption program.

KM: It's an event and the volunteers are only cat people and etc.?

NM: Yes

KD: Have we done that in the past (earmark)?

NM: It's a slippery slope. It's not a fair comparison to other fundraisers

SS: How much money are we talking about?

LF: If you're going to compare the two, compare the hours spent.

JW: It was a problem in the past. It was a situation where we think that certain money should go to such-and-such a program. It was a big problem.

KM: How is the money in the general fund divvied?

NB: Whoever raises the need first gets the money.

KM: Motion that the money from Petco fundraiser that only cat people attend go to the cat program only.

JW: In the summertime, the dogs are at Petco.

NM: That's the Petco Ann Arbor.

KM: I'd like to amend the motion. We vote on giving the cat program the funds this year to see how it goes. Then reevaluate in a year.

Second: Tami

In favor: 10

Opposed: 0

Motion passed

NM: FYI-I got info from someone who wants to be on the board.

NM: Constant contact. Do we have the means to support the monthly fee of \$75 a month.

CD: What will it bring us?

NM: Money and volunteers – Sending out mass mailings can be hard and time-consuming.

TN: I use it at work and it really does give you some great statistics and makes getting messages out easier.

NM: We could also dump our mailing list onto their website and we could have control.

SS: Is it possible to do the 60-day trial period before we go to a year contract?

CD: This is an issue that NM should decide.

NB: If money is coming out of the accounts, I understand NM wanting to clear it with the board.

NM: Lastly, \$20-\$25 to Karen and Nancy for gas money.

CD: Would someone like to make a motion?

KD: I motion that we reimburse Karen and Nancy \$30 each for gas for their work flyering, for the project funded by the donor during the month of August 2009.

DG: Second

In Favor: 10 Against: 0 Motion passed

### **P&P Report**

NB: We're working on uniformity across the dog and cat programs. Not a lot happening until after the New Year.

### **Board Update**

CD: We do not have a Vice President and a Secretary. Is anyone interested in becoming a VP? Nominations for VP? NB volunteered to fill Secretary position.

Motion: I move that fill the Secretary position, put the VP position on the back burner for now, and keep the separate Corresponding Secretary position, currently filled by Judy W.

DG: So moved

KD: Second

In favor: 10 Opposed: 0 Motion passed

CD: Nikki Morey has someone in mind for a board position. Laurie Cantrell has been with PPI for 8 years. She has a strong background. I think we should seat Laurie Cantrell in DG's position until it expires.

NM: Laurie's aces. She'd be great to have. Honest; sound businesswoman; knows how to interact with volunteers but still be business minded.

CD: I move that we appoint Laurie Cantrell to fill the remainder of Deb Gring's position.

DG: Second

In favor: 10

Opposed: 0      Motion passed

LF: Should we keep the other guy on hold until June?

NB: I think we should encourage him to participate with the organization and get to know the board and the volunteers.

CD: Future meeting sites: where? Next meeting we'd like to schedule at Humane Ohio. Where after that? Some of the libraries are staggering so what do we do?

DG: Did you vote on the leasing of the room from Humane Ohio?

CD: My last report is related to the Lucas Co. Dog Warden. There has been discussion that there is a crossroads for creating a more comprehensive resource center. We need to look at how the dogs are going to be cared for. The way the Ohio Revised Code reads, the dog warden is only charged with dealing with Ohio law. One issue that raised hackles is that they've been putting down puppies. There's a sense that puppies are not born aggressive. I would like to see us embrace the idea of taking pound puppies into our possession while they are still puppies. I will be proposing that any animal must be S/N before they are placed. According to Nikki [Morey], we have a policy that says we will not take in pits. One of the issues is that most of the dogs identified as pit bulls are not pits. We are dealing with a perception that what people think are pit bulls are not really pits. TAHS does not take pits. Some counties adopt out pit bulls. I ask that we revise our policy on pit bulls. We need to find a way to help these puppies. I

think PPI has been the leader in so many issues. We were the first to adopt out puppies that were fixed.

NB: How does the policy define pit bull?

CD: I'm not sure we want to take a dog off the streets that's older, etc. I think we should take the puppies. There is a test to evaluate the DNA. I want to go to the advisory committee.

NB: I would like to see a clear definition of pit bull. Is it APBTs, Am. Staffs, all bully breeds; what?

KM: You won't get one.

NB: How do you write a policy for a term you can't define?

NM: The dog warden calls anything 3 mos. or younger a puppy.

KM: We just did a C-section last night and the dog had 13 puppies. Several of our staff members have pit bull and they are great.

CD: I am asking for a resolution that... do we have a policy on how we temperament test puppies?

NM: Any dog entering the program is to be temperament tested.

NB: Is there a standard temperament test for PPI?

NM: Yes. One part of me would like to completely strike the pit bull policy regardless of age since we're temperament testing all dogs coming into program.

CD: Our insurance policy is not breed specific. So where do we leave this?

NM: I think about the dogs I had to euthanize.

CD: How do I walk away from this tonight?

TN: We'd have to modify our policy, right?

NM: If you want to get your feet wet, you say, "not adult pit bulls" or strike policy altogether.

KM: I move that we modify our program to take in any puppy, regardless of breed, three months of age or younger.

NB: Second

In Favor: 10

Opposed: 0      Motion passed

CD: Our volunteer appreciation party is in January.

NM: I only have a few things I need help with. If we have more people come, I will use my ED fictitious fund and purchase and make some food to stretch things out. We're pretty much on track for getting people fed.

TN: I will check on Strawberry Acres.

NM: Heating is important.

TN: We had an event there last week and it was great.

NM: If we decide to go with a place, I'll need to borrow a projector and a screen.

CD: This should be a good opportunity to get as many volunteers together as we can to talk about what we've done and where we can go in the future.

NM: We still need some donations for raffle items. Feel free to donate.

NB: I'll approach Don Spurlin about performing at the event.

The meeting was adjourned at 7:36

## December 8<sup>th</sup> report from ED

### **Dog Program**

1. Week of November 2<sup>nd</sup> took two dogs from LCDW.
  - a. Sebastian-Schnauzer/Poodle mix that is not very nice in a cage
  - b. Louis- Puggle adopted already
2. Week of November 9<sup>th</sup> took two dogs from LCDW. Met at Erie Street Market
  - a. Adolf- GSDx that is about 6 months old
  - b. Napoleon- BCx about 5 months old. Has been adopted
3. Johnny was euthanized due to his progressing cancer
4. Extraordinary medical bills: Tinkerbelle broken leg was pinned, Journey had lump removed from tongue, Abby had lump removed from shoulders, Patriot might need FHR, Dolly is scheduled to have lump removed from anus.
5. Getting one foster a month from Facebook just by putting animal pictures up and a blurb
6. Will no longer be taking dogs from Defiance County due to mixing of canine litters
7. TAHS demonstration of SAFER to six volunteers
8. Four dogs returned from one home, all seniors
9. 50% off senior dogs was not a successful promotion until the last weekend in November adopting out 4 senior dogs.

10. Santa photos at Rossford store every Saturday. \$9 for the photo, \$5 goes to PPI. All Saturday's have been covered. Two of the three Saturday's has a practically professional photographer, Sally Wehner.
11. Screening schedule for 2010 has been provided to all screeners
12. September financials and other comparisons were emailed to Jen Herbert on 11.2.09 by Nikki Morey
13. Adoptions (per Judy W)

	2008	2009	% change
September	25	24	0%
October	29	41	+29%
November (partial)	42	32	-31%

### Cat Program

1. Feline Adoption Contract has been printed and distributed
2. Feline Adoption Contract is to be attached to application and money when turned into Judy Waddington by Karen Latta
3. 2 kittens died a couple weeks after getting the package at Cat Tales. One other kitten died from URI. One cat euthanized from chylothorax (underlying cause cancer). She had been "tapped" twice. Jade & Jude, on featured page, not eating well after being returned. Diagnosed with fatty lipidosis and had started feeding tube.
4. Returning cats: Two kittens too much work. Two kittens returned one month after adoption because he was moving. Those same cats were adopted the same day and returned within 24 hours for allergies. Six month old cat returned because it wasn't getting along with older cat. Two kittens returned for being too active.
5. One cat in boarding for UTI. Other than a few dentals, no extraordinary medical bills.
6. Santa photos at PetCo in Ann Arbor on 12-5 & 6 and 12-12 & 13. \$9 for the photo and \$5 goes to PPI.
7. September financials and other comparisons were mailed to Karen Latta on 11.3.09 by Kory Kaintz
8. Adoptions (per Judy)

	2008	2009	% change
September	77	74	-4%
October	62	89	+30%
November (partial)	110	43	-156%

### Update

1. PetCo fundraising is just run by the cat adoption program while in Ann Arbor. REQUEST FOR VOTE: all of this money goes to the Cat Adoption Program.
2. Asking the Petsmart stores for a donation bin we monitor on days PPI is the only rescue there. Items must be purchased at the Petsmart, receipt must be attached. >> Will not happen since Petsmart has their own program.

3. Marketing focus on businesses in Fulton county.
4. REQUEST FOR INFORMATION: How much money was made in 2008 for the PetCo fundraiser?
5. Humane Ohio got a large grant to be used on owned pets only. Not available for strays or feral. PPI has been referring callers to HO.
6. How to sell a membership will be provided to appropriate volunteers by board meeting. Hopefully this will minimize the errors and lose of income.
7. Damaged bags from Walmart in Wauseon coming to PPI. Same form will be submitted to all other Walmart stores within our region. Form was received on 11.30.09. One Volunteer will be assigned to each store to call periodically (as established prior with store manager) and arrange pick-ups.
8. Received a call of someone interested in being on the PPI board.
  - a. REQUEST FOR DISCUSSION: What shall be told to him?
9. A letter has been sent to vets regarding contracted list of services for the package.
10. The use of Facebook has been helpful in finding Santas, respite foster care, etc.
11. Proposal sent to Northwest Veterinary Hospital to expand s/n in Fulton county and promote PPI in Fulton Co.
12. Exploring the use of Constant Contact for email marketing, event marketing and online surveys.
  - a. 0-500 emails = \$15, 501 - 2500 = \$30, 2501 – 5000 = \$50, 5001 – 10k = \$75, 10001- 25k = \$150, Over 25k = call for pricing
  - b. Offers a free 60 day trial for up to 100 emails
  - c. Humane Ohio uses this program and likes it
  - d. REQUEST FOR VOTE /DISCUSSION – do we have the financial means to support this monthly fee?
13. Canine Screening guidelines (re-vamped as of September 2009) were sent out to all screeners.
14. Resignation of Debbie Gring
  - a. FIXX Line position has been filled by Shirley Moran. Deb has spoken with her and provided coaching
  - b. Need to fill Craft coordinator position
15. Need to fill the following:
  - a. Volunteer coordinator
  - b. (dog) event coordinator
16. Recently filled positions
  - a. (dog) adoption coordinator has been filled by Colleen Kane
  - b. FIXX line coordinator
17. Pay-It-Forward, Fan Club Card and Kroger (NPO# 84655)
18. No news yet about grant submitted in conjunction with Humane Ohio.
19. 3 more potential grants passed on to 3 volunteers that offered to write. Some issues with each that might mean we are not eligible.

20. October was Adopt A Shelter Dog month. Press release had been sent out. Was posted online by out laying papers.
21. Kittsen McCumber has been provided names of cat fosters and the Cat Intake file. McCumber has spoken to Karen Latta and arranged to speak with her 3 times a week for updates. This information will be used to grant writing purposes.
22. Cat Adoption Contracts are in use
23. Project submitted to Leadership Toledo was declined. PPI was encouraged to resubmit next year.
24. Search for new vets
  - a. Holly Farms not interested
  - b. Airport Animal assuming not interested due to lack of response
  - c. N. Morey was told in confidence of two vets that only autoclave instruments once a day. That information was passed to the Cat and Dog Intake Coordinators. They have changed their scheduling accordingly.
25. Holiday Appeal has been mailed and will be arriving soon. Remit envelope included. Clip and send included to allow supporters to select where their money goes.

### **Upcoming or outstanding**

1. From August meeting - REQUEST FOR VOTE: I propose that \$20-35 be given to Nancy and Karen for gasoline.

### **Fundraising Updates**

1. Holiday Greeting cards for sale on the website. Sales are starting to pick up.
2. T-shirts on the website. Sales are starting to pick up
3. BW3 event
4. December photos on every Saturday in December at Petsmart in Rossford. PPI makes \$5 for each one.
5. Chico's December 17
6. Cold Stone December 19
7. Donation made to PPI from NOIC
8. Holiday Appeal/Sponsor a snowflake