

**PENINSULA FRIENDS OF ANIMALS**  
**Board Meeting Minutes**  
**January 16, 2018**

President Kevin Rose called the meeting to order at 11:39 a.m.

Board Members Present:

Kevin Rose, Sharon Palmer, Marilyn Ash, Danette Grady, Nancy Campbell and Sharon Jensen  
Member Excused: Ann Gilson

**BUSINESS**

MINUTES: December minutes were approved as written

BUSINESS:

- A request to increase the reimbursement per potholder set sold from \$2.40 to \$2.50 was approved.
- A letter of appreciation from the Board to the potholder makers was submitted by Sharon Jensen and is under review.
- The board discussed future use of room A-3. Summary to follow from Board President.
- Kevin presented a summary of garage construction estimate. Current estimate stands at ~\$8,000.00 including concrete work which may be around \$1,600.00. Marilyn Ash will generously donate windows for the project.

**REPORTS**

EXECUTIVE DIRECTOR:

- Executive Director Danette will consult with OPHS about use of their Hold Harmless agreement
- We need to consider the possible need to have an attorney PFOA uses consistently for legal reviews as needed.
- Report provided attached.

TREASURER:

- Report attached by Marilyn Ash, Treasurer and Media Director
- Will circulate final Profit and Loss summary when outstanding information has arrived from depreciation and miscellaneous income
- Budget for 2018 in progress and will be utilizing 2016 budget as base for projections. 2017 was unusual year due to unanticipated ringworm outbreak.

MEDIA:

- Ann Gilson will write a large article for next pet tidings!
- Fund raising envelopes will be modified to raise annual dues to \$25.00 from current level of \$20.00, an amount which has been fixed for many years. Moved and seconded. Unanimous approval by board.
- Historical issues of Pet Tidings will be transferred to PDF format for archival storage.
- Danette Grady and Nancy Campbell discussed the need for a permanent historical record of PFOA activities of community interest. Danette has one under construction & will share at next board meeting.

SHELTER REPORT:

- The recent resignation of Shelter Director Beata has left Shelter Director {retired} Nancy Campbell with a large task of information recovery and assessment. She expects to have information available for the BOD at an upcoming meeting.
- 11 cats were placed with new loving homes out of our adoption program since December BOD meeting!!!!

SPAY & NEUTER PROGRAM:

- Sharon Palmer reported that the next clinic will be held tomorrow and report follows in next BOD meeting. Many small dogs enrolled and cats so far for program.

GENERAL MEETING ADJOURNED FOR EXECUTIVE SESSION.

January 16, 2018 MEETING ADJOURNED @ 2:44 p.m.

Respectfully Submitted,

Sharon Jensen  
Secretary  
PFOA Board