

Furry Friends PATS Board of Directors Agenda  
November 28th, 2017

Meeting Location: Randee McQueen, 906 Sweetbriar Drive, Campbell 95008.

Attending:

board members: Karen Davis, Randee McQueen, Anne Tiry, Joan Peterson.

Julie Bond, Loree McQueen, Kathy Harris

Absent: Kat Hsueh

I. Old Business:

1. Approval of September Minutes- approved as written.

2. Review Site Application Spreadsheet

i. Oakmont in San Jose -Site Visit Karen - only issue is a German Shepard that is allowed to wander but the dog will be kept in the owner's room before, during and after the visit. Great parking. Approved as a new site. Karen will get Loree the write up

ii. Grant Cuesta Nursing & Rehab-Site Visit Karen –clean area. Parking is an issue and they will designate parking for the volunteers on the day of the visit. They prefer large dogs because of patients with dementia. Approved

iii. Bellerose Senior Living- Kat was going to do visit but needs someone else to do the visit. It is for 1-2 people, only in the weekday. Karen will contact to see if they can be flexible

3. Review/Approve Special Visits (Joan)-

all visits were approved via email because of timing. We had some that were to late.

4. Review Past &Upcoming Events

i. Barnes and Noble Holiday wrapping (Anne)- two days at Almaden- Loree and Anne are filling shifts....

ii. Holiday Parade in Los Gatos (Karen)- Saturday Dec 2 and have about 24 volunteers going. She ordered more sweatshirts

iii. Holiday photos (Randee)-\$500 was made

5. Update on Santa Cruz Sites (Karen)- no new sites or information

6. Update on East Bay team (Julie)- They changed the special visit date changed at the last minute so we had to cancel.

7. Established Site Visits (Karen)–2018 – because of her dad's illness she has not been able to start.

II. New Business:

1. LPCH Agreement (attached)

i. Discuss the agreement, guidelines, entity, and policies

ii. Discuss future relationship with LPCH and Furry Friends

Randee made a motion that we hire an attorney to draft a letter outlining why we can't sign their agreement & then send the letter to our volunteers. The president or other board member will write an intro letter as to what is going on and why we are having the lawyer write the letter. Karen having a background in medicine also helps.

iii. Discuss proposal for re-evaluation (review September minutes).

Previous discussion highlights re-evaluating volunteers every three years. There are many variables to discuss. We don't need to do this now but need to discuss this in the future. We can require that people read and sign the manual every two years. Add to the manual about aging pets. Will add to agenda for next board meeting

2. Proposed Budget for next year (Randee) emailed dated 11/3 (please see attachment of budget)

i. Last year we looked at our actuals and I said we would not be able to keep going without membership dues going up. Membership money is about the same as it was the previous year (\$30,290.50 - 29,105.00) So, we have lost

some members but the difference we started charging has helped keep us at the same amount coming in.

ii. We have cut a few costs- postage is way down, copies are way down between the two we have gone down \$3300. Telephone is down to 1/3 and next year will show down more as we changed midyear.

iii. Added to the budget for this year to make more changes to the data base. It is more cost efficient to continue to update the system we have then start new. We use a very advanced system that we have been using this system since 2002. Over the years we have spent minimal on making updates to the actual data base (we always update the program) It has so many more options that we haven't taken advantage of as we needed someone to help us write it. I put in \$4000 for a dinner/meeting... we could split it between two events. We received the \$27000 which we can use for the additions....and continue to try to do fundraiser; we should be ok for 10 years. Joan added that she would like to see us update our website. Budget for next year was approved

### 3. GreenPasturesFoundationDonation25K (Joan)–Ranee

i. Discuss utilization of donation/CD

### 4. FF Fundraising Committee: Events for 2018

i. Estimated Fund Raising: \$10,651.54 (This amount is pending until Ranee confirms)

ii. Past event: Testarossa Winery Event- we made about \$2400

iii. Last Meeting 11/18

iv. Next meeting 12/1 6pm Items we will discuss at the next meeting:

v. Barnes and Noble event-

vi. Puppy Love (Feb): This is the event we had planned last year

however due to weather conditions we had to cancel event. We are looking into two potential indoor sites.

vii. Winery Event (Fall 2018)

### 5. FF VolunteerClasses2017(Julie)

i. Discuss which ones should be double etiquette classes besides Jan which will be RB, and which will be off leash. Julie will notify children's parents for RB classes and Phil for off leash.

ii. January 28<sup>th</sup> double

iii. February 25<sup>th</sup>

iv. March 18<sup>th</sup>

v. April 22<sup>nd</sup> double

vi. May 20<sup>th</sup> RB

vii. June 24<sup>th</sup> OL

viii. July 29<sup>th</sup> double

ix. August 26<sup>th</sup>

x. September 30<sup>th</sup> OL

xi. October 28<sup>th</sup> double

xii. Nov 18<sup>th</sup> RB

### 6. 2018 Election of:

i. President- Joan Peterson

ii. Secretary- Anne Tiry

and since Joan was VP Karen Davis accepted that position.

We are assuming that Kat Hsueh (former secretary) will be a general board member

iii. Kathy Harris accepted board member position

### 7. Newsletter–2018 Schedule

i. Discuss the lack of timeliness with the past newsletter (Ranee).

ii. Discuss future newsletters. Discuss the major events that must be in the newsletter. Commit to a date.

Jan, April July Oct 1<sup>st</sup> to Dave Draft back in 1 week 15<sup>th</sup> to Post.

Send these dates to Dave.

8. Additional requests for individual pet therapy visits to home.
  - i. Rhonda Hardy can send these requests to Love on a Leash and Steve to Alliance.
  - ii. Who will be responsible to forward request to Rhonda Hardy. Joan sends them to Rhonda and Steve.
9. Financials (Ranee)
10. Next meeting—January 23rd, 2018. 6:30 pm
  - i. Location- Joan Peterson
  - ii. Food- Joan